

MUNSOFT

MUNSOFT VERSION: 7.4.3

MAY 2022

Software Release

DESCRIPTION

Munsoft Release 7.4.3 has several new enhancements to the Munsoft application, which contains features to help clients enduring the challenges of today's fast-paced, involving local government environment. Munsoft prides itself not only being responsive to our users requests but also staying in step with legislation and regulation which is evident in this release.

RELEASE ITEMS – SUPPLY CHAIN

SUPERVISOR > PARAMETERS > SUPPLY CHAIN > SCM CONTROLS

(Best Practice - MFMA Circular No. 80)

A parameter has been added to indicate if a Procurement Plan should link to a Requisition.

DELETE REQUEST

(Best Practice - MFMA Circular No. 80)

When deleting a request, a reason must be entered. A document is generated to display the Status as Deleted and the captured Reason.

SCM > ENQUIRIES & REPORTS > SCM/TENDER AUDIT TRAIL

(Legislative - MFMA Circular No. 80)

A new report to record/list detailed movements.

SCM > ENQUIRIES & REPORTS > TENDER AWARDS

(Legislative - MFMA Circular No. 80)

- Schedule 16 (Quotation below 10 000)
- Schedule 17 (Quotations between 10 000 and 200 000)
- Formal/Closed Quotation (Quotations between 30 000 and 200 000)
- Tender Award (Quotations above 200 0000)

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RELEASE ITEMS – PROCUREMENT

REQUISITION – ADD

(Best Practice - MFMA Circular No. 80)

- When processing a new Requisition, a user has the option to link a Procurement Plan to the Requisition.
- Contract process linked to Request for Goods where information captured it will be pre-populated on the contract master file. If contract management is an active module, a Contract No. can be selected when creating a requisition.

REQUISITION – ADD

(Legislative - MFMA Circular No. 80)

Direct purchase of consumables will follow the virtual inventory principle. Therefore, the current asset recording on movement will automatically be processed on direct non-stock purchase done against consumables expenditure

REQUISITION - ENQUIRY

(Best Practice - MFMA Circular No. 80)

The Amend Operator and Date is recorded under Track Changes.

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REQUISITION - RESET

(Best Practice - MFMA Circular No. 80)

A new option that provides the opportunity for authorised requisitions to be amended again. A requisition can only be reset if a Purchase Order has not been created yet. If a requisition was reset and amended, it needs to be authorised again.

PROCUREMENT ENQUIRIES

(Operational)

Cosmetic changes to accommodate and display more than one GRV/GRS.

PROCUREMENT ENQUIRIES AND REPORTS

(Operational)

Deviation Register (Schedule 36) to report on any deviations.

CREDITOR INV - ADD

(Operational)

Cosmetic changes when capturing of an Invoice Received Date and displaying the Invoice Received Date on the GRV print out.

RELEASE ITEMS – STORES

STORES ISSUES/RETURNS > ISSUE ENQUIRIES

(Legislative - MFMA Circular No. 80)

The Amend Operator and Date and Auth Date is recorded under Track Changes.

STOCK TRANSACTIONS > C/PRICE ADJ – ADD/AMEND

(Operational)

Enhancements have been made for the Cost Price field to accommodate four decimal places.

STOCK TAKE > CREATE BATCH

(Operational)

Items marked as obsolete will not be displayed on the stock count sheet if they have a QOH of zero. If Obsolete but QOH > zero, it will be included on the stock count sheet.

RELEASE ITEMS – CREDITORS

CREDITORS MAINTENANCE > CREDITOR MASTER

(Operational)

The Branch Number field has been adjusted to accept alpha numeric values to accommodate a swift code for international creditors.

AUTOMATIC PAYMENTS > UNRECONCILED PAYMENTS

(Operational)

This report will indicate, per date range the Creditor's payments not yet reconciled on the Bank Recon.

TRANSACTIONS > STD EXPENSE - ADD

(Legislative - MFMA Circular No. 80)

Discount may be entered using percentage or amount. Entering percentage is recommended when there is only one line in the document. Where there are multiple lines in the document, entering a discount amount is recommended, applicable to the whole document, which is made up of the discount amounts entered on the lines of the Standard Expense document and may be processed once the discount entered in the header and lines are in balance.

ENQUIRIES & REPORTS > CREDITOR'S ENQUIRY/AGE ANALYSIS

(Operational)

Outstanding Invoices reflect on a Creditor only once for a more user-friendly experience.

ENQUIRIES & REPORTS > ALL PAYMENTS REPORT

(Operational)

Additional columns have been added to display the Requisition Number and the Request for Goods Number.

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CREDITOR > PROJECT INVOICES > PROJ INV > REQUEST > ADD **(Operational)**

- A period selection option has been added to the Project Committed Budget Listing screen.
- Retention and Guarantee (performance surety) percentage or amount capture is now available
- Retention and Guarantee pay-outs will be limited to amounts previously withheld
- Retention/ Guarantee forfeit transactions are now available where amounts will be transferred to revenue. This amount will be limited to the amount withheld and not yet paid out .
- The revenue forfeit string must have the fund as
Fund:Operational:Revenue:General Revenue:Fines, Penalties and Forfeits to comply with the cashflow rules

ENQUIRIES & REPORTS > COMMITTED BUDGET LISTING **(Operational)**

A period selection option has been added to the Project Committed Budget Listing screen.

GENERAL **(mSCOA Regulation - MFMA Circular No. 80)**

P13 transactions are done on Payments, Payment Reversals, Credit Notes and Creditors Journal.

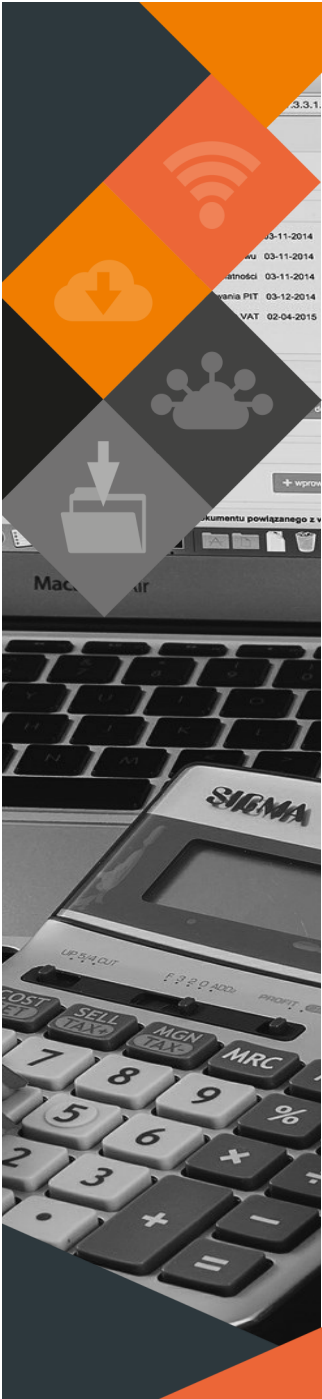
RELEASE ITEMS – CONTRACT MANAGEMENT

CONTRACTS > CONTRACT MANAGEMENT **(Best Practice - MFMA Circular No. 80)**

- A new Contract Type has been added for Rental Contracts.
- Contract process linked to Request for Goods where information captured will be pre-populated on the contract master file
- A field has been added for a Guarantee % to be captured.
- It is mandatory to select the invoice process.
- Specified amounts can be allocated to the appointed bidder as well as third party bidders.
- Payment transfer (cession payments) details can be captured on the contract master and part or full payment on a project invoice can be ceded. Payment will reflect on the invoice creditor account, showing the payment split between the invoice creditor and cession creditor.
- Contract value extension is available as a contract transaction. This must be coupled with a reason and must be authorized before the contract will be updated
- Panel contracts has been added as a contract type.
- Panel contracts can be transacted on through the request for goods (request below), procurement, and project invoice processes. Rotation among the creditors added on the panel contract will apply when transacting through request for goods.

CONTRACTS > TRANSACTION ENQUIRY **(Operational)**

A dropdown on the Doc No will display the Expense as well as Retention lines.



RELEASE ITEMS – RETENTION REGISTER

RETENTION REGISTER

(Best Practice - MFMA Circular No. 80)

- The option is now available to extract the register in detail or summary.
- Enhancements have been made, providing a very detailed report with individual transactions listing.
- The opening balance per project will reflect correctly based on the prior year closing balance.
- Additional fields have been added to the register to display guarantee as well as retention and guarantee forfeit amounts

RELEASE ITEMS – CASH BOOK

SUPERVISOR > PARAMETERS > BANK MASTER FILES

(Operational)

Cosmetic changes have been applied, changing Bank Acc Name to Interface Name. The Interface Name listing is maintained by Munsoft.

TRANSACTIONS > CB CASH IN TRANSIT

(Operational)

Once Cash In Transit receipts have been posted, it will appear in this screen. Once authorised, it can be viewed and then updated in CB Request Update.

BANK RECON > RECONCILE CASH BOOK

(Operational)

A Period selection option has been added to the Bank Recon Statement screen.

RELEASE ITEMS – GENERAL LEDGER

SUPERVISOR > REGULAR PROCEDURES > MONTH END > CALENDAR

(Operational)

A print option is available to print the information on the screen.

JOURNALS > JOURNAL REVERSAL

(Operational)

Cosmetic changes have been applied to display the Reversal Journal details to the PDF documents generated from the Journal Enquiry, Reversal Journal and the Journal Auth screen.

JOURNALS > WATER INVENTORY JNL

(Best Practice - MFMA Circular No. 80)

- Parameter is now available on the System controls menu to indicate whether the Water Inventory Journal is used.
- Quantities captured through Standard Expense transactions against the water inventory quick code, will update the water inventory calculation screen .
- An option is now available to create a water expense journal based on the water inventory calculations and water inventory alignment setup.

mSCOA MENU > UTILITIES > QUICK CODE MAINTENANCE

(Operational)

The module has been added against the Control Quick Codes, in the Quick Code Search screen.

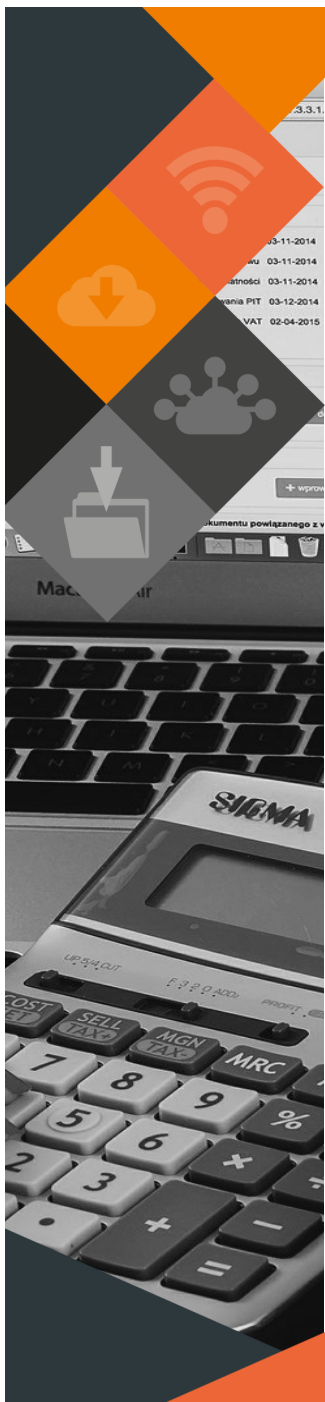
mSCOA MENU > UTILITIES > 3RD PARTY I'FACE SETUP

(Operational)

An option has been added for a user to import third party transactions setup in bulk. Once the Chart Version and Type have been selected, the File Layout can be generated from the 'Upload' button. No authorisation is required. A report will be generated after the import, indicating any errors.

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RELEASE ITEMS – GRANT MANAGEMENT

SUPERVISOR > PARAMETERS > GLOBAL > SYSTEM CONTROLS **(mSCOA Regulation - MFMA Circular No. 80)**

An option has been added for Grant Jnls. If this option is checked, there will be a check on Grant Journals when running the General Ledger Month End. Month End will not continue if Grant Journal has not been created and authorised.

GRANTS > GRANTS REGISTER EXTRACT **(mSCOA Regulation - MFMA Circular No. 80)**

An additional column has been added to display the Repayment Amount.

GRANTS > GRANTS RECON REPORT **(Operational)**

A Grant Recon report is available to display all transactions up to and including the date the Grant Journal was run.

RELEASE ITEMS – INVESTMENT AND LOAN

INVESTMENT > INVESTMENT REGISTER **(Best Practice - MFMA Circular No. 80)**

- Investments that have been marked as 'Inactive' will not be displayed on the Register.
- A PDF output option has been added.

LOANS > LOAN REGISTER **(Best Practice - MFMA Circular No. 80)**

Loans that have been marked as 'Inactive' will not be displayed on the Register.

RELEASE ITEMS – PETTY CASH REGISTER

PETTY CASH > PETTY CASH CAPTURE **(Operational)**

Two new transaction types have been added to Petty Cash. A user can transfer amounts between Petty Cash register function, or a user may close a petty cash function.

RELEASE ITEMS – FIXED ASSETS

SUPERVISOR > REGULAR PROCEDURES > MONTH END **(Operational)**

A check has been added to ensure that Month End has been performed before closing the General Ledger. The 3-digit operator code of the user closing the module will be displayed in the 'upd' column.

NEW FIXED ASSETS > ASSET RECOGNITION **(Legislative - MFMA Circular No. 80)**

- An option has been added to allow for multiple Funding per asset.

NEW FIXED ASSETS > ASSET IMPAIRMENT REVERSAL **(Compliance)**

The asset module caters now for the reversal of impairment.

NEW FIXED ASSETS > ASSET MASTER/ASSET ENQUIRY **(Compliance)**

New fields have been added to capture the Make, Model, Chassis No, Engine No and Tarra of an asset.

NEW FIXED ASSETS > IMPORT MENUS > BULK COST ADJUSTMENT **(Operational)**

Bulk import on movement has been created where a user may specify Acquisition or Transfer Recognise the Adjustment.

NEW FIXED ASSETS > AUTHORISATIONS **(Operational)**

The total of the assets and the total number of assets in a batch, to be authorised on Bulk Acquisition/Recognition are displayed at the top of the window.

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NEW FIXED ASSETS > NEW WIP REGISTER > TRANSACTION ALLOCATION (Legislative - MFMA Circular No. 80)

Enhancements have been made to allow partial allocations of a transaction.

NEW FIXED ASSETS > NEW WIP REGISTER > COMPLETION (Best Practice - MFMA Circular No. 80)

More streamlined capitalisation of WIP components during the unbundling process.

NEW FIXED ASSETS > NEW WIP REGISTER > WIP BALANCES REPORT (Legislative - MFMA Circular No. 80)

The Funding details are included in all output options of the WIP Summary.

NEW FIXED ASSETS > NEW WIP REGISTER > OBAL ALLOCATION (Legislative - MFMA Circular No. 80)

Enhancements have been made, listing all Projects. The list can be extracted to Excel.

NEW FIXED ASSETS > NEW WIP REGISTER > BALANCES ROLL OVER (Legislative - MFMA Circular No. 80)

This new function rolls over the Opening Balance to the following financial period. It is displayed on the WIP Balance Report.

NEW FIXED ASSETS > FIXED ASSETS ENQUIRY (Legislative - MFMA Circular No. 80)

A column for Impairment O/B has been added to the extract.

NEW FIXED ASSETS > REPORTS > FULL REGISTER PDF/EXCEL (Operational)

- The details of the Purchase Segment have been added.
- Cosmetic changes have been applied to the display of the Town, Building and Floor Names.

RELEASE ITEMS – CASHIERS

SUPERVISOR > PARAMETERS > PAYMENT TYPES (Best Practice - MFMA Circular No. 80)

An option has been added where it can be indicated if a Payment Type should be Cash in Transit Posting. Receipts to only affect Cash Book once posted at the Bank.

RECEIPT CAPTURE/MIXED PAYMENT METHOD (Operational)

- The Bank Card No field, when capturing a Card Payment, has been made optional as not everyone is comfortable to share card details.
- When capturing a receipt for a VT or GR, when searching for a segment, a user can only select CASHIE or CASHGR Quick Codes.

MIXED PAYMENT METHOD (Operational)

The total value of more than one receipt is calculated and displayed at the end. The user no longer needs to manually calculate and enter the total upfront.

RECEIPT TRANSFER (Operational)

A printable document is generated when a receipt is transferred.

CASHIER REPORTS > CANCEL RECEIPTS (Best Practice - MFMA Circular No. 80)

The capturing cashier's details have been added to the report.

RECEIPT IMP/EXP MENU > PAYDAY EXTRACTION (Operational)

PayDay files can be extracted to Excel.

BANK STATEMENT > BANK STATEMENT (Operational)

- A Date Range filter has been added which allows the user to select unallocated bank statement items for a specific date range.
- The Filter button allows for filtering by Date, Amount and Reference.

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BANK STATEMENT > STATEMENT ENQUIRY

(Operational)

An enquiry screen that allows the user to view the statement in full, per transaction allocated or transactions not yet allocated. The enquiry screen can be extracted to Excel with details displaying the date and operator responsible for the allocations.

RELEASE ITEMS – SUNDRY DEBTORS

TRANSACTIONS > AUTH TRANSACTIONS

(Operational)

Upon authorisation of a Debit/Credit Note, a document is populated. Signature lines for the capturer and the authoriser are available.

STATEMENT MENU

(Operational)

Cosmetic changes have been applied to the naming of the e-service files. The filename for e-mails consists of the demarcation code, first four digits of the municipality name, followed by S and the batch number and date.

GENERAL

(Operational)

Please contact Munsoft for assistance in activating the Sundry Debtors and/or Sundry Registers modules. Munsoft will run the setup, after which further instructions will be sent to the requesting user.

RELEASE ITEMS – SUNDRY REGISTERS

TRANSACTIONS > CAPTURE DOCUMENT/TRANSACTIONS

(Operational)

A user will not be allowed to make changes in the Amount field if a Unit Charge is populated on the tariff. If no Unit Charge is populated, a user will be able to capture the number of Units, Unit Charge or Amount.

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RELEASE ITEMS – CONSUMER DEBTORS

SUPERVISOR > PARAMETERS > TRANSACTION TYPES

(Best Practice - MFMA Circular No. 80)

Transaction Types that should be included when the Clearance Costing is calculated can be selected. All Transaction Types will be indicated as “To be Included”, except for Interest, Write Offs, Deposits, Clearance Costing, Consumption, Hand Overs and Debit Notes. This can be changed/maintained by the user.

SUPERVISOR > PARAMETERS > CREDIT INSTRUCTIONS/CREDIT STATUS

(Best Practice - MFMA Circular No. 80)

A user can indicate if a specific credit instruction or status should be blocked for agreements.

SUPERVISOR > PARAMETERS > INDIGENT SWAP SETUP

(Operational)

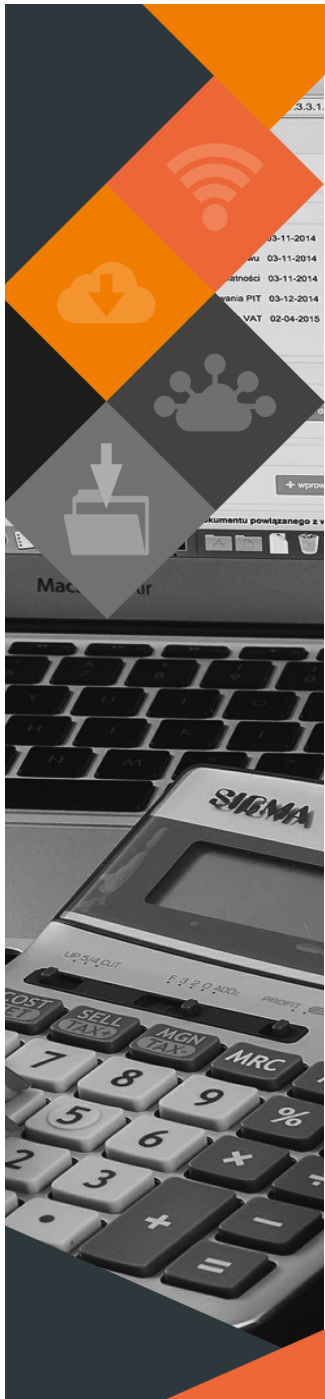
This screen will be used to maintain die indigent and non-indigent account and sub-account types.

SUPERVISOR > PARAMETERS > RULES & DEFAULTS

(Operational)

- A new parameter ‘Auth Prev Readings’ has been added to select if prior meter readings require authorisation. If enabled, the Previous Reading and Date fields on the Master screens (Meter Master, Correct Meter Readings, Readings by Acc No) will be disabled and changes should go through the Meter Adjustment transaction screen and through authorisation.
- A new parameter ‘Auth Valuation Change’ has been added to select if a user are to not make any changes on the Master screens (Valuation Take-On, Valuation Change, Val Chg by Own Acc). These screens will be for View only.
- A new parameter ‘Auth Acc Inact’ has been added to select if Account Inactivation transactions require authorisation or not.

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SUPERVISOR > PARAMETERS > MORE PARAMETERS > AUTO DEPOSIT SETUP (Operational)

This screen will be used to set up the option to select multiple Deposit Tariffs pertaining to the Deposit Type. Detailed document to follow.

SUPERVISOR > PARAMETERS > MORE PARAMETERS > ACCNO RANGE SETUP (Operational)

A Range or Prefix can be entered to auto populate Account Numbers in the Account Master screen.

SUPERVISOR > REGULAR PROCEDURES > MONTH END > INDIGENT TARIFF SWAP (Operational)

This screen will be used to view the indigent and non-indigent account and sub-account types. The Code Maintenance button takes the user to the Indigent Swap Setup screen.

SUPERVISOR > REGULAR PROCEDURES > MONTH END > C/DEBTORS I'FACE (Operational)

Additional columns for Doc Type, Date Posted, Cash Book Interface No, VAT Percentage, Interface No, Posted Y/N, Levy Period, GL Fiscal Period, Segments and GUIDs have been added to the Summary Interface Listing Excel output option.

SUPERVISOR > REGULAR PROCEDURES > MONTH END > CALENDAR (Operational)

A print option is available to print the information on the screen.

TRANSACTIONS > AGREEMENT (Best Practice - MFMA Circular No. 80)

If an account has a Credit Status or Instruction which is blocked for agreements, an Agreement can not be captured for that account.

TRANSACTIONS > AGREEMENT ADJUSTMENT/REVERSAL (Operational)

Authorisation is required. A PDF document is generated. Cosmetic changes have been applied to the Agreement Adjustment screen.

TRANSACTIONS > METER ADJUSTMENT (Operational)

If the new parameter for 'Auth Prev Readings' is enabled, a user will have 3 Adjustment Types to select from. Adjustment Types are Normal Meter Adjustment, Adjust Opening reading with corrections, Adjust Opening reading only.

TRANSACTIONS > WRITE OFFS (Operational)

- Enhancements have been made to not write off any balances on a Deposit Tariff.
- Cosmetic changes have been applied, displaying the Write Off Tariff and the Reference Tariff on the screen.

TRANSACTIONS > REIMBURSEMENT (Operational)

Enhancements have been made whereby the capturing and authorising of a Reimbursement transaction automatically creates the transaction in the Cash Book. For this to be functional, the Reimbursement Tariff Code needs to be populated under Supervisor > Parameters > Rules & Defaults. When capturing the Reimbursement, a user will choose between Cash Book Request 'None' or 'Electronic Transfer'. Selecting 'None' will result in the Cash Book Request having to be created manually as before. When selecting 'Electronic Transfer', the Bank Account affected must be selected and banking details will either pull through from the Consumer Account, or a user can capture the bank details. Printable documents are generated, displaying all the details of the transaction, with Consumer and Cash Book Document Numbers. The Cash Book Request must be authorised as per normal.

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TRANSACTIONS > INTERIM TRANSACTION

(Operational)

If the new parameter 'Auth Valuation Change' is ticked, valuation changes can be captured by selecting the Type of Transaction as Master File Chng and then capturing the required changes.

TRANSACTIONS > METER RECONNECTION/DISCONNECTION

(Operational)

Cosmetic changes have been applied, displaying information as per the capture

TRANSACTIONS > BULK INDIGENTS

(Operational)

Additional checks have been added on the Application Date, Start Date and Expiry Date. If the Start Date and Application Date is left blank, the date will default to the current date. The date must be valid and in the correct format (YYYYMMDD).

TRANSACTIONS > BULK PREPAID MTRS

(Operational)

Enhancements have been made to the import program for a tariff code to be added/updated and removed from a Prepaid meter. Action Type TAR has been added to add/change tariff codes. The tariff code is used to link a basic charge to a Prepaid meter.

TRANSACTIONS > INDIGENT SUPPORT

(Operational)

- An Indigent Agreement cannot be captured on an inactive or archived account. Should for some reason this be necessary, the account must be reactivated.
- Cosmetic changes have been applied, adding the Write Off Y/N indicator, the Owner Type and Market Value on the printed document.

TRANSACTIONS > BULK WRITE OFFS

(Operational)

A column has been added to the import layout for 'Notes' to be captured. If notes are populated, it can be viewed on the Enquiry screen under Transactions, if expanded.

An extra check has also been added for the Date to default to the current date, if the date format is incorrect, or if other data is captured in this column.

TRANSACTIONS > INTERIM TRANSACTIONS

(Operational)

Enhancements have been made to allow the user to make changes to Market Value, Tariff Code and Unit Charge fields.

TRANSACTIONS > AUTH TRANSACTIONS

(Operational)

For Payment Trnfer/Rev transaction type, if the Cash Book and General Ledger are in different periods, the transactions can only be cancelled and no longer authorised. Authorisation is allowed when Cash Book and General Ledger are in the same period.

STATEMENT MENU

(Operational)

Cosmetic changes have been applied to the naming of the e-service files. The filename consists of the demarcation code, first four digits of the municipality name, followed by E (for email) or M (for MMS) and the batch number and date.

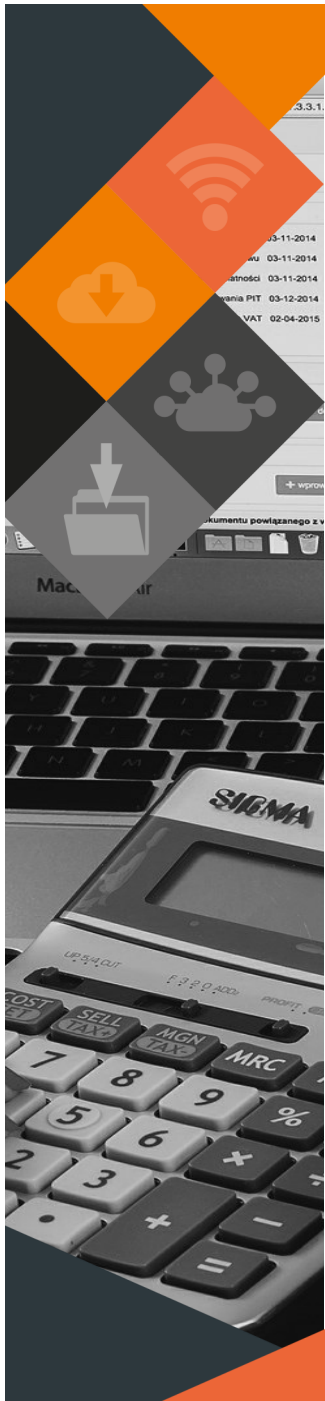
METER MENU > MARK BOOKS READY

(Operational)

The billing calculation will be checked when 'Mark Books Ready' are run. This is to ensure that readings captured are within screen space limits. If readings are out of these limits, error messages will be displayed with meter and account number for correction.

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METER RDGS IMP/EXP > BULK METER IMPORT (Operational)

- An error report is generated if meter numbers in the import file do not exist on Munsoft.
- A new option has been added to import self-read meter readings. Reading Type 'I' can override 'I', Reading Type 'S' can override 'S', Reading Type 'S' can override 'I', but Reading Type 'I' cannot override 'S'.

CUT OFF MENU > PRELIM CUT OFF LIST (Best Practice - MFMA Circular No. 80)

A 30-, 60, or 90- day arrears period or a custom overdue date can be specified. The cut off list calculates the outstanding value based on the overdue date that is specified. The system will total all transactions older than the specified date to calculate the cut off value.

Example: If the system is in March and the February billing period is not yet due, the February is current, January is 30 days and December is 60 days. If February billing period is due, then February is 30 days and January is 60 days. A service can no longer be specified for cut-off as the system doesn't reference outstanding balances per service when deciding which accounts should be part of the cut off. The system looks at the outstanding amount as calculated based on the arrears period selection or the overdue date.

CUT OFF MENU > WARNING LETTERS (Operational)

Cosmetic changes have been applied, labelling the headings more clearly.

CUT OFF MENU > FINAL CUT OFF LIST (Operational)

Cosmetic changes have been applied, removing the filter 'List all accounts or only outstanding accounts'. All accounts will be listed as on the Warning Letters screen.

HAND OVER MENU > HAND OVER REPORT (Operational)

A Date Range filter has been added to the 'By Handed Over Status' Report Type for the Detailed Excel output.

MASTER FILES > ACCOUNT MASTER (Operational)

Enhancements have been made, enforcing the following validations on Mailing Instructions:

If the Mailing Instruction is 'E', an e-mail address is mandatory.

If the Mailing Instruction is 'M', a cell phone number is mandatory.

Debtors Mailing Instruction data will be updated as follow:

If the Mailing Instruction is 'E' and both e-mail address fields are blank, but a postal address is present, the Mailing Instruction will be changed to 'P'.

If the Mailing Instruction is 'E' and both e-mail address fields and the postal address field are blank, the Mailing Instruction will be changed to 'N'.

MASTER FILES > INDIGENT SUPPORT (Operational)

Cosmetic changes have been applied, adding the Write Off Y/N indicator to the screen.

MASTER FILES > SUNDRY CHARGES TARIFFS (Operational)

The Unit Charge of a Tariff is displayed, if populated. If a number is captured in the Units field, the program will calculate the Amount. If no Unit Charge is populated, a user can enter the amount. When clicking on 'Expand' the VAT and Rebate Amounts are displayed.

MASTER FILES > VALUATION MASTER FILES (Operational)

If the new parameter 'Auth Valuation Change' is ticked, the Valuation Take On, Valuation Change and Val Chg by Own Acc screens will be for View only and changes can no longer be made. Changes can be made through the Interim transaction screen.

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MASTER FILES > INACTIVATE ACCOUNT

(Operational)

The system performs the following checks, whether the transaction requires authorisation or not:

- Cannot deactivate an owner account
- Cannot deactivate an account that already has a pending account inactivation
- The postal address of the deactivated account is updated
- If ticked, the Service Charges are levied on the account
- If ticked, charges are transferred to the specified account. (Consumer and Sundry tariffs)
- If transferring tariffs from a non-indigent account to an indigent account, the non-indigent tariff reverts to the indigent tariff. If transferring tariffs from an indigent account to a non-indigent account, the tariff reverts to the non-indigent tariff
- If the parameter was ticked, a PDF will be generated
- While there is a pending inactivation authorisation, no changes will be allowed on the account master screen and account master changes screen
- User is able to view the fixed and sundry charges on the screen.

CONSUMER ENQUIRIES

(Operational)

- Meters tab - The Sub Section info from the Meter Master screen is displayed.
- Transactions tab – Excel and PDF output options have been added to the Settlements Enquiry screen.
- Transactions tab – The Levy Amount and the Levy Rules will be recorded at the time of billing. This will help a user to see how the system calculated the interest amount when billing rules were changed.

REPORTS > ADJUSTMENT REPORT

(Operational)

Cosmetic changes have been applied. For the Detailed Report Type a Split Files by option has been added where records can now be extracted by Quick Code or Fiscal Period.

REPORTS > AGEING REPORT

(Operational)

- A 'Group Account' filter option has been added to the Detailed Excel, Detailed Text, Grouped Excel and Grouped Text Report Types.
- Additional columns have been added to display Pensioner and Extension details on the Detailed Excel and Grouped Excel Report Types.

REPORTS > CLEARANCE CERT REPORT

(Operational)

An Excel output option has been added.

REPORTS > INTEREST LEVY REPORT

(Operational)

Calculations on interest levied on a Consumer Account can be explained by showing the interest amount and interest-bearing values on the Interest Breakdown screen or the Analysis tab on the Enquiry screen or the values on the Interest Levy Reports.

REPORTS > LEVIED REPORT

(Operational)

A Doc Type column has been added to the Detailed Report Type to assist with reconciling to the Interest Levy Report.

REPORTS > TARIFFS ON ACCOUNTS

(Operational)

An enhancement has been made to include active accounts even if no tariffs are linked.

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REPORTS > METER RECON REPORT

(Operational)

A column has been added to the Annual Summary Report Type to display the Description of the 3rd Party Pre-Paid Tariff Codes. A new Reading Type (PPV) has been created for 3rd Party Pre-Paid vending entries.

REPORTS > RATES RECON REPORT

(Operational)

Excel output options have been added to all Report Types. Cosmetic changes have been applied to the naming standard of the different reports. A column for Property Category has been added to the Monthly Detailed Report Type. If 'Include Non-Ratable' option is selected, all accounts will be listed. If not selected, amounts with null market values and no levies in the specified period, will be excluded.

REPORTS > SERVICE RECON REPORT

(Operational)

An option to filter by Ward Number has been added. If a ward is selected, no Summary report will be populated.

REPORTS > PAYMENT REPORT

(Operational)

Excel output options have been added to all Report Types. Cosmetic changes have been applied to the naming standard of the different reports.

REPORTS > TRANSFER OF OWNERSHIP

(Operational)

A new report to list all Transfers of Ownerships that took place. The report can be extracted per erf number or for All Transfers.

REPORTS > PENCOL LEVY REPORT

(Operational)

The Penalties & Collections report will no longer auto generate after billing. The new report can be run at any stage. Excel and Text output options are available.

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GENERAL

(Operational and mSCOA Regulation - MFMA Circular No. 80)

- Consumer posting to the General Ledger has been enhanced to also summarize by Document Type. Transactions are now posted by 6 segments, by GL Fiscal, by Interface No, by SC Code, by VAT Code and by Document Type.
- Enhancements have been made to how the system settles old debt, in particular VAT. The system will settle a transaction and its VAT proportionately, according to the settlement order.
- Cosmetic changes have been applied to all Revenue related import programs, providing the layout with a new naming format and marking all mandatory fields with a * in the header.
- Cosmetic changes have been applied whereby all Revenue related Excel reports file names have been changed to a standard.
- Last Year transactions can now be passed for Debit/Credit Notes, Write Offs and Deposits, affecting the current Levy Period and Period 13 Fiscal Period.

RELEASE ITEMS – SUPERVISOR

ICT SYSTEM ADMIN > SECURITIES > OPERATOR REPORT

(Operational)

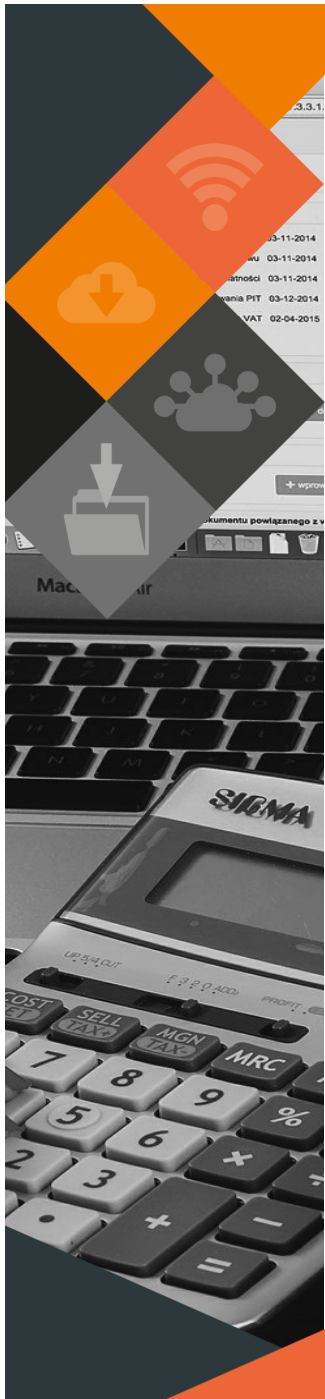
Columns have been added to display 'Date Created' and 'Created By' details. Amendments have also been made to change the Operator Group to 'Munsoft Support' if the Operator Name starts with 'MUNSYS' to distinguish between Munsoft users and other System Administrators.

PARAMETERS > GLOBAL > COMPANY DEFINITION

(Operational)

Define timeout limits by entering the number of minutes a user can be inactive for, before the system will log the user off. If nothing is specified, it will default to 59 minutes.

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SUPERVISOR > ICT SYSTEM ADMIN > PARAMETERS > AUT LVL+DLG ADD/CHNG (Operational)

The authorisation functionality now allows to group different functions within an organogram with different levels of authorisation allocated to each defined group.

RELEASE DEPLOYMENT SCHEDULE

Munsoft version 7.4.3 will be released from 11 May 2022.

The Munsoft release version is visible on the Munsoft Login screen.

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