

Surf Accounts Monthly Reporting Webinar

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Question Asked	Answer Given
1. Where does the net wages control figure come from?	The net wages control figure comes from the payroll journal and this figure will be offset when wages are paid from the bank.
2. How do you account for ASC in the control account	By way of a payroll journal. The Payroll reports will give you the total wages paid to all employees for the period (week, fortnight, month). The net wages figure is posted to code 2200. The ASC figure will also be on you Payroll reports and should be posted to account code 2230.
3. Please cover asc control again as I have never accounted for ASC separately in surf accounts?	This will be covered in detail in an upcoming webinar.
4. What if you don't know about an accruals and you get an invoice in the current month that is for work done in previous months?	On the date of the board meetings the invoices that have not been paid or recorded on Surf should be listed as accruals for the board. If you have not received the invoice you may estimate the amount to the best of your ability. Sometimes the information is just not available.
5. if you give the board the income and expenditure report do you still need to give them the payment and receipts reports?	Correction: The finance sub-committee should get the payments and receipts reports along with the income and expenditure report. These reports do not need to be included in the board of management report pack.
6. Would a new build, completely financed by the Dept need to be included in a Capital I&E report?	If the school is receiving the Capital grant income and making the payments to the contractor, the school must report on the building project to the board at each meeting.