

Sample coding for Adult Education Operations and Maintenance:

EFM 45 report: page 11E, column 1 and any other required Adult Education reporting

Definition:

Activities concerned with keeping the physical plant open, comfortable, and safe for use, and keeping the grounds, buildings, and equipment in effective working condition and state of repair. This includes the activities of maintaining safety in buildings, on the grounds, and in the vicinity of schools.

Custodial

Fund	Program	Function	Object	Cost Center	Description
150	6090	2610	1180	40	Regular salaries (include custodians)
150	6090	2610	2080	40	Regular benefits, excluding retirement/tuition
150	6090	2610	2380	40	Regular retirement
150	6090	2610	2580	40	Regular tuition reimbursement
150	6090	2610	1230	40	Substitutes
150	6090	2610	2030	40	Substitutes benefits, excluding retirement/tuition
150	6090	2610	2330	40	Substitute retirement
150	6090	2610	2530	40	Substitute tuition
150	6090	2610	3000	40	Purchased Professional/Technical Services
150	6090	2610	4000	40	Purchased Property Services
150	6090	2610	4300	40	Purchased Repair/Maintenance Services
150	6090	2610	5000	40	Other Purchased Services
150	6090	2610	6000	40	Other Supplies (not delineated in 6000 range below)
150	6090	2610	6400	40	Manuals
150	6090	2610	8000	40	Miscellaneous
150	6090	2610	9000	40	Contingency

Other Operations/Maintenance Costs

Fund	Program	Function	Object	Cost Center	Description
150	6090	2600	3000	40	Purchased Professional/Technical Services
150	6090	2600	4000	40	Purchased Property Services (include utilities)
150	6090	2600	4320	40	Technology Related Repairs/Maintenance
150	6090	2600	4330	40	Software Related Repairs/Maintenance
150	6090	2600	5000	40	Other Purchased Services (i.e. building insurance, phone)
150	6090	2600	6000	40	Other Supplies (not delineated in 6000 range below)
150	6090	2600	6200	40	Energy
150	6090	2600	6240	40	Heating Fuel
150	6090	2600	6400	40	Manuals
150	6090	2600	6500	40	Technology supplies, ie software
150	6090	2600	7000	40	Property (fixed asset)
150	6090	2600	7001	40	Property (supply asset)
150	6090	2600	7100	40	Land
150	6090	2600	7200	40	Buildings
150	6090	2600	7300	40	Equipment (fixed asset)
150	6090	2600	7301	40	Equipment (supply asset)
150	6090	2600	7340	40	Technology Related Hardware (fixed asset)
150	6090	2600	7341	40	Technology Related Hardware (supply asset)
150	6090	2600	7350	40	Technology Related Software (fixed asset)
150	6090	2600	7351	40	Technology Related Software (supply asset)
150	6090	2600	8000	40	Miscellaneous
150	6090	2600	9000	40	Contingency