CSX ARRA Contract Labor Reporting

Navigate to CSX website https://apps.csx.com/Citrix/AccessPlatform/auth/login.aspx

At your first log on, you will be prompted to change your password. Passwords must consist of a mixture of at least six characters and a maximum of eight characters with at least three being alpha characters and two being numeric characters.

Select Oracle Financials

https://apps.csx.com/Citrix/AccessPlatform/site/default.aspx

Google

File   Edit   View   Favorites   Tools   Help

Citrix Access Platform

Page ▾   Tools ▾

APPS.CSX.COM

Applications

HELP!

🌐 Top 🔼 Up

Applimation

FAPP

FAUD

FAUT

FinApps Training

Log Off

Welcome to APPS.CSX.COM

This is a CSX Corporation Computer System. This computer system (including all related equipment, networks and network devices) is the property of CSX and is for authorized CSX business use only. All information stored or sent using this system may be monitored. Unauthorized use may result in disciplinary action in accordance with CSX policies and may lead to criminal prosecution. Use of this system indicates that you have read and understand the CSX Tech Security and Information Users policies. Users violating these policies are also subject to disciplinary action, up to and including termination of employment. The Information Users and Tech Security policies can be accessed on the CSX Employee Gateway by clicking each the following respective hyperlinks: Information Users Policy | Tech Security Policy

To install the latest Windows client for APPS.CSX.COM click here

To install the latest MAC client for APPS.CSX.COM click here

To log on to Apps.csx.com, enter your user name and password and click Log In.

If you do not know your login information, please contact the Help Desk at 1-800-243-7743 (RNX 279-1111).
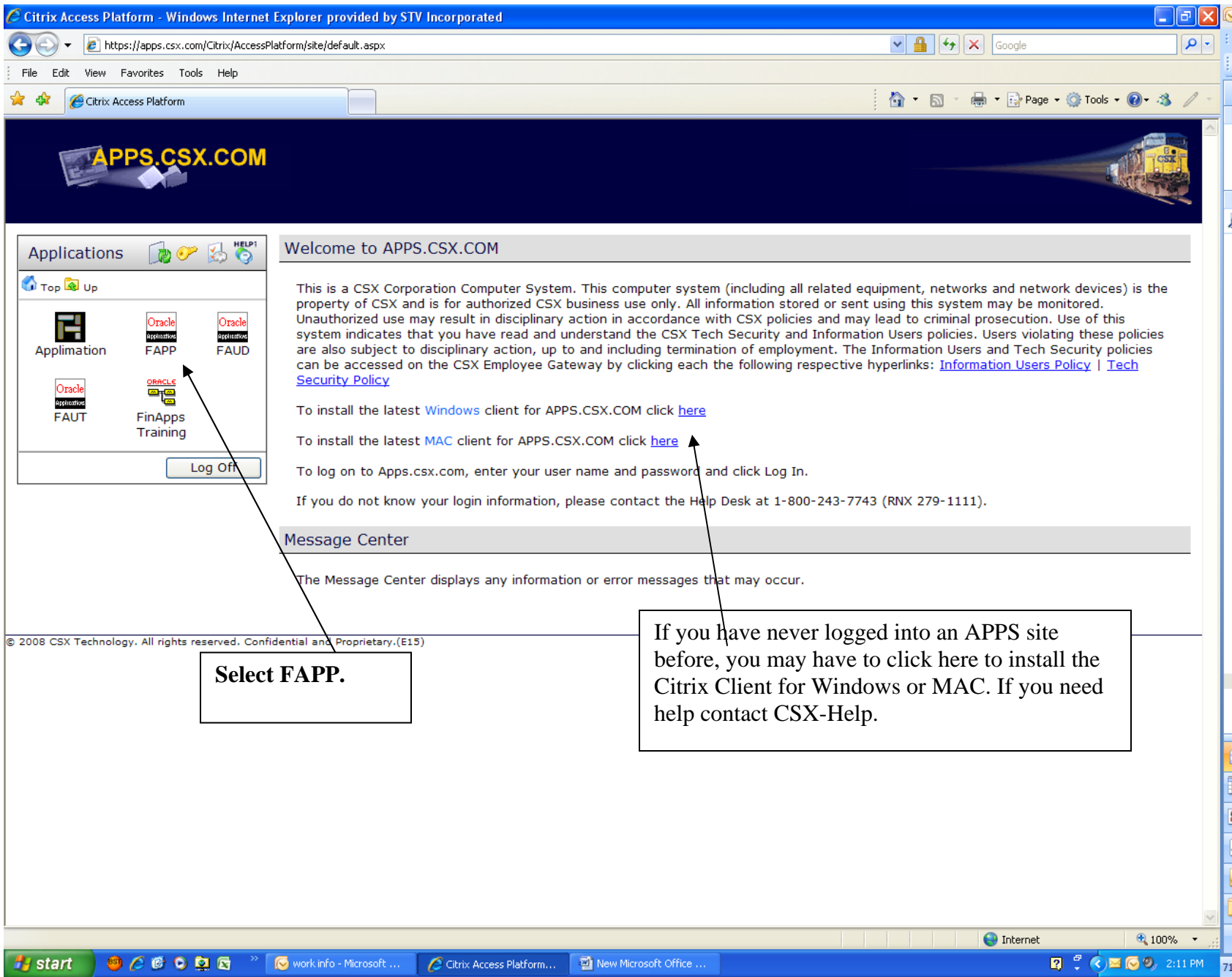
Message Center

The Message Center displays any information or error messages that may occur.

Select FAPP.

If you have never logged into an APPS site before, you may have to click here to install the Citrix Client for Windows or MAC. If you need help contact CSX-Help.

Internet   🔍 100% ▾

start   work info - Microsoft ...   Citrix Access Platform...   New Microsoft Office ...   2:11 PM

File   Edit   View   Favorites   Tools   Help

Back   Search   Favorites

Address https://suppliers.csx.com/OA_HTML/AppsLocalLogin.jsp   Go   Links »
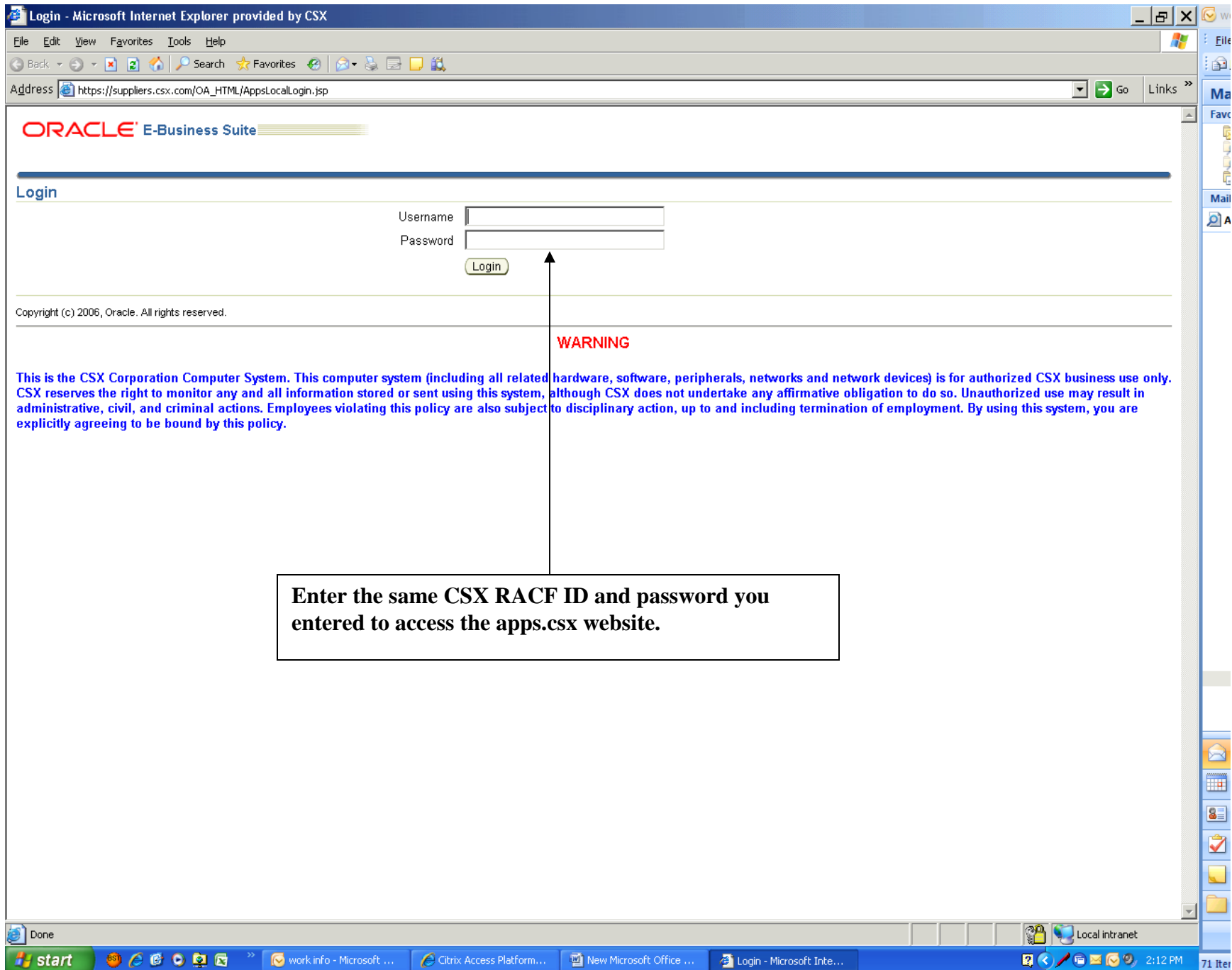
ORACLE E-Business Suite

Login

Username [   ]

Password [   ]

[Login]

Copyright (c) 2006, Oracle. All rights reserved.

WARNING

This is the CSX Corporation Computer System. This computer system (including all related hardware, software, peripherals, networks and network devices) is for authorized CSX business use only. CSX reserves the right to monitor any and all information stored or sent using this system, although CSX does not undertake any affirmative obligation to do so. Unauthorized use may result in administrative, civil, and criminal actions. Employees violating this policy are also subject to disciplinary action, up to and including termination of employment. By using this system, you are explicitly agreeing to be bound by this policy.

Enter the same CSX RACF ID and password you entered to access the apps.csx website.

Done   Local intranet

start   work info - Microsoft ...   Citrix Access Platform...   New Microsoft Office ...   Login - Microsoft Inte...   2:12 PM   71 Iter

Open responsibility CSX TRANS Project ARRA Contract Labor Reporting:

File   Edit   View   Favorites   Tools   Help

Back   Search   Favorites

Address   http://lnx635.csxt.csx.com:10150/OA_HTML/OA.jsp?OAFunc=OAHOMEPAGE   Go   Links

ORACLE E-Business Suite

Logout   Preferences   Help

Logged In As **J7236**

Navigator

Edit Navigator

📁 CSX TRANS Project ARRA Contract Labor Reporting | Please select a responsibility.

Favorites

Edit Favorites

You have not selected any favorites. Please use the "Edit Favorites" button to set up your favorites.

Logout | Preferences | Help

Copyright (c) 2006, Oracle. All rights reserved.

Privacy Statement

Done   Local intranet

start   work info - Microsoft   Citrix Access Platform...   New Microsoft Office ...   Oracle Applications H...   2:14 PM

The following form will open:

The Supplier Name and Supplier Number fields should display your company's information. The View field defaults to Current, displaying a list of all invoice data entered in the current month. There are two other options for the View field. If you click on the View field a button will display contain "…". Click on this lookup button and you will see options for "Current," "Locked" and "All." "Locked will display invoices entered for all prior months; "All" will include prior and current month invoices. Select the desired value and click "Find." Records entered in the current month may be edited or deleted using the delete box. You may view but not edit invoices shown as "Locked'. To request changes to these records notify your CSX ARRA contact. All fields in the ARRA form must be filled in. This includes zero values. If the fields Labor Hour Billed (PC) and Payroll Raw Cost (PC) are zero, then enter "0" in each field. The field values are as follows:

Project Number: CSX project number provided by your CSX project manager. This field has a Look Up button to select your project number. If you do not see the project you are reporting on, notify your ARRA contact.
Invoice Number: Invoice Number provided by your company on your invoice to CSX.
Invoice Date: Invoice Date on your invoice to CSX. Selecting the Lookup button (…) will display a calendar, or you may enter in standard Oracle date format: DDMMYY
Invoice Amount: Total amount of your invoice. Enter the total invoice amount for all projects billed on the invoice you are entering.
Labor Hour Billed (PR): Total number of labor hours billed on the invoice being submitted for Positions Retained. Positions Retained refers to employees that were not hired to work specifically on the reporting project, i.e., s/he was employed by you prior to the reporting project.
Payroll Raw Cost (PR): Raw, unburdened Positions Retained payroll for the reported Positions Retained labor hours on the invoice being submitted. This represents the actual amount paid to the employee for hours worked, not the amount billed to CSX.
Labor Hours Billed (PC): Total number of labor hours billed on the invoice being submitted for Positions Created. Positions Created refers to employees who were hired specifically to work on the reporting project, i.e., s/he was not employed by you prior to the reporting project.
Payroll Raw Cost (PC): Raw, unburdened Positions Created payroll for the reported Positions Created labor hours on the invoice being submitted. This represents the actual amount paid to the employee for hours worked, not the amount billed to CSX.

When entry is complete, click on the "Save" yellow disc icon on the tool bar, or select the "Save" option under "File" on the menu bar.

CSX ARRA Contacts:
Carolyn Lachapelle – Carolyn_lachapelle@csx.com, 904-279-6804
Derrick Morris – Derrick_morris@csx.com, 904-279-6936
Chuck Henderson – Chuck_Henderson@csx.com, 904-279-6696