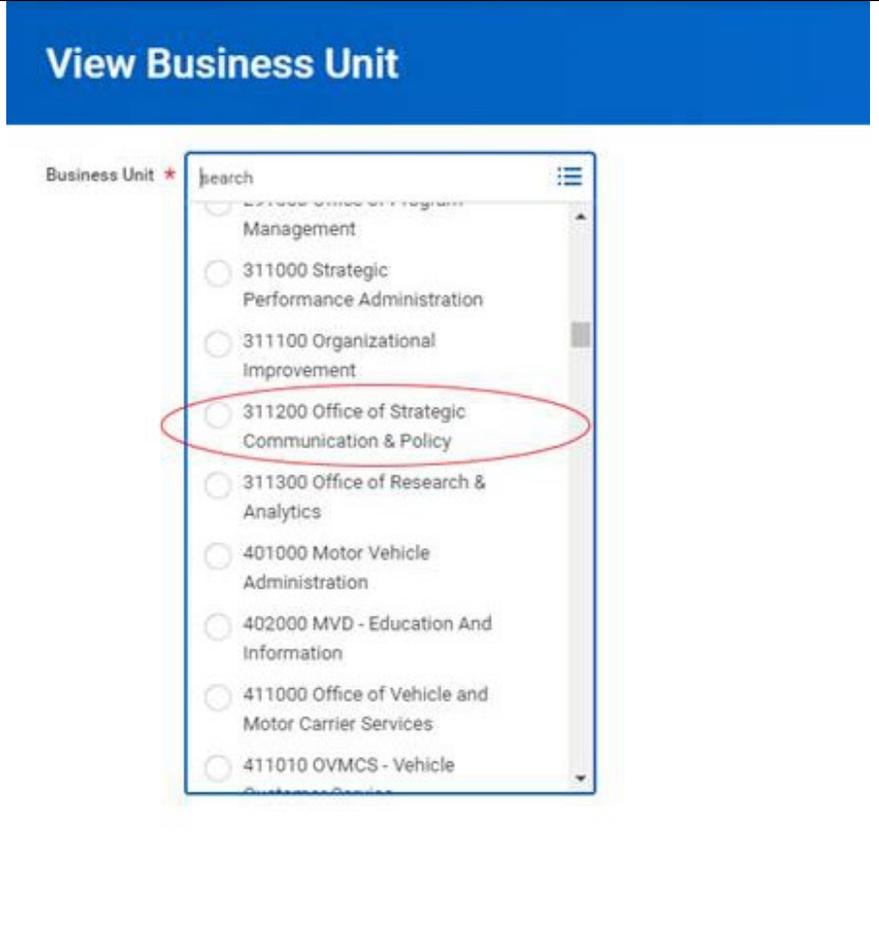


From: [WorkDay, DOT \[DOT\]](#)
To: [DOT-AG-ALL STAFF-GL](#)
Subject: Workday Update – Cost Centers in Workday
Date: Sunday, March 1, 2020 4:56:48 PM
Attachments: [image009.png](#)
[image010.png](#)

Cost Centers in Workday

When we made the switch to Workday last year, we were faced with a new vocabulary or at least a different way to use some familiar terms. One of the terms that has subtly changed in Workday is “cost center.”

The Workday “Business Unit” number is going to look familiar. It’s the same number that was used in the old system as your “cost center.”



We also have “location identifier” in Workday, which for most people will match the six-digit “business unit” number.

If your “business unit” is different than your “location identifier,” the “location identifier” matches the six-digit

“assigned cost center”
from our previous
system.

View Location
Office of Strategic Communication & Policy [Actions](#)

View As Of 02/12/2020

Location Name Office of Strategic Communication & Policy

Location Usage Business Asset
Business Site

Details Contact Information Business Site Allowed Organizations Members

Date of Last Change 10/21/2019

Location Chain Office of Strategic Communication & Policy

Inactive No

Location Type Ames Office

Location Attributes (empty)

Superior Location (empty)

Location Hierarchy Admin 1st Floor
IOWA DOT (028)
Strategic Performance

URLs (empty)

Global Location Number (empty)

Location Identifier 311200

Default Ship-To Location (empty)

For Workday, the term
“cost center” is the four-
digit number the Iowa
DOT uses to report
financial information to
the Department of
Administrative Services.

It is a shortened version
of the “location” and/or
“business unit” number.



cost center

View Cost Center

Cost Center *

search



Cost Centers

Records - DOT/III



1900 PRF/RUTF Reversion for
Tech./Training



2593912 Civil War
Sesquicentennial



2910 Plan, Prog, & Modal
Division - Administration



3100 Strategic Performance
Division - Admin



4000 Motor Vehicle Division -
Adminstration



4100 OVMCS - Administration



413F005 Civil Penalty



4300 Driver & Identification
Services

The Workday Team

