Note: Any Financial Subject Area that has the Department Folder can use this variable. As an example we are demonstrating the Financials – Budgetary Control - Expense.

At the Criteria tab

Select the in Filters section



Expand the Department Tree folder:

Select the Filter Column Name : **Dept Tree Eff Date++**

**Click OK**



At the Add More Options dropdown – **Select Session Variable**

**Click OK**



In the Session Variable Box:

Type in Session Variable Name: **CURRENT\_TREE\_EFFDT**

**Click OK**



**You have successfully added the Current Tree Effective Date**



**Here is the sample report without adding the filter.**



**Results**



**Sample Report with filter**



**Results**



**NOTE:** If you are using the **Department Tree** columns in your report you will need this filter. If you are just using Department ID and Department columns this filter is not required.