**Generate a List of Current Fiscal Approvers**

You can use this transaction code to generate the list of current fiscal approvers by fund center and business area.

1. In SAP Financial run t-code ZFI\_WF\_APPROVERS
2. If you get this message, click the green check
3. Click on the print icon 
4. After the report regenerates, click on the Local File icon 
5. The file format should default to unconverted. Click on the green check.
6. Select a location and name for your file and click Generate. It is ok for the format to be a .txt file.
7. Open Excel and open the file. You will need to change the file type to “All Files” to ensure that the file you saved is visible.
8. In the Text Import Wizard step 1, select Delimited, then click Next

9. For step 2, deselect Tab and then enter a | (pipe) in the “Other” field, then click Finish.

10. The result is a list of fiscal approvers by business area and funds center.