

Borrowing From Treasury Transaction Reversal

The Borrowing from Treasury Transaction Reversal application allows users to reverse a transaction that has a status of Posted. Since only posted transactions can be reversed, the access to these transactions is through the Posted Transactions area. Please refer to the Posted transactions training guide for instructions on how to access posted transactions. Users will only have access to transactions that they have been authorized to view.

Section III - Application(s) Requested:

FACTS I (Proprietary SGL) Online Pub. NOTES Business Lines: _____
 FACTS II (Ordinary Budgetary SGL) Online Pub: _____
 FMS 224..... Online STATEMENT OF DIFFERENCE Online
 FMS 1219/220 Online UNDISBURSED Online
 RFC/AL Online WA Advances Online
 GWA BPD NET Online GWA BPD Reverse NET Online
 GWA BPD Off NET Online GWA BPD Online
 GWA Warrants Online GWA Appropriations Online

Operating System Used: Win 3.1 Win 95 Win 98 Win NT Win 2000 Win ME OS/80

Section IV - GOALS Marketing Processing Information:

Production
 QA (Print)

APPLICATION	PREPARED	ROLES	AGENCY	AGENCY
FACTS I (Selects Primary or Backup and then selects one job) Primary Prep. <input type="checkbox"/> Backup Prep. <input type="checkbox"/>	PREPARED <input type="checkbox"/> PREPARED <input type="checkbox"/> CFO <input type="checkbox"/>	PREPARED-ROLES Only <input type="checkbox"/>	SUPERVISOR <input type="checkbox"/> CFO <input type="checkbox"/>	CFO <input type="checkbox"/> CS <input type="checkbox"/>
FACTS II	PREPARED <input type="checkbox"/>	CERIFIER <input type="checkbox"/>	HQ REVIEWER <input type="checkbox"/>	
FMS 224	PREPARED <input type="checkbox"/>			
FMS 1219/220	PREPARED <input type="checkbox"/>			
RFC/AL	PPA <input type="checkbox"/>	RFC <input type="checkbox"/>		
SOB	PPA <input type="checkbox"/>			
TRD	PPA <input type="checkbox"/>			
WARRANTS	PPA <input type="checkbox"/>			
GWA BPD NET	PREPARED <input type="checkbox"/>	CERIFIER <input type="checkbox"/>	AGENCY ALL <input type="checkbox"/>	REVIEWER <input type="checkbox"/>
GWA BPD Reverse NET	PREPARED <input type="checkbox"/>	CERIFIER <input type="checkbox"/>	AGENCY ALL <input type="checkbox"/>	REVIEWER <input type="checkbox"/>
GWA BPD Off NET	PREPARED <input type="checkbox"/>	CERIFIER <input type="checkbox"/>	AGENCY ALL <input type="checkbox"/>	REVIEWER <input type="checkbox"/>
GWA Warrants	PREPARED <input type="checkbox"/>	REVIEWER <input type="checkbox"/>		
GWA Appropriations	PREPARED <input type="checkbox"/>			

Section V - FMS Authorization:

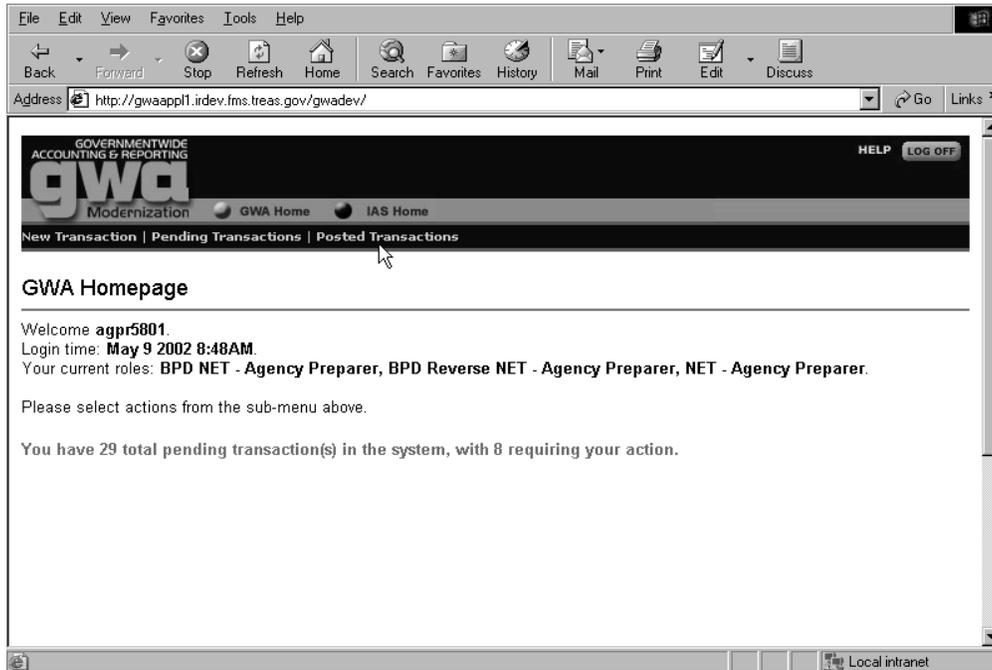
COTR Name: _____ Date: ___/___/___
 Application Sponsor: _____ Date: ___/___/___

Send to: GOALS Marketing Staff
 Financial Management Service
 3700 East West Highway, Room 500B
 Hyattsville, MD 20782
 Fax Number: 202-474-6179

Prior to entering the Borrowing from Treasury, Transaction Reversal application, you must complete the GOALSII ESSAS form that is available for download from the GOALSII Website (www.fms.treas.gov/goals/aboutgoalsii.html). The roles that can be selected are described below:

Agency Preparer – This role allows the user to enter a new Non-Expenditure Transfer SF-1151 request specific to the requested application(s), edit a request that has not been submitted to their certifying officer, monitor the status of requests that they have completed, to respond to rejections of submitted requests and request the reversal of a transaction.

Agency All – This user role has been defined for those agencies that have limited resources available to separate the duties of both entering and certifying a Non-Expenditure Transfer SF-1151 request. Approval of the request for this role for the GWA BPD NET and GWA BPD Reverse NET applications is contingent upon the requestor having a current signature card on file at the Bureau of the Public Debt for credit reform borrowing.



To view all posted transactions, click on **Posted Transactions** with the left mouse button.

Posted Transactions - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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Address http://gwaapp11.irdev.fms.treas.gov/gwadev/NET/GWAPostedTrans.asp Go Links

GOVERNMENTWIDE ACCOUNTING & REPORTING **gwa** Modernization HELP LOG OFF

GWA Home IAS Home

Home > Posted Transactions

Posted Transactions

Select a Posted Transaction from list or enter 1 or more properties to filter by:

Account: Accounting Period From: Month Year Accounting Period To: Month Year

Control Number: Transaction Type:

Dept Reg: Legal Authority:

Submit Clear Refresh

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The Posted Transaction page will be displayed with filter and download features at the top portion of the screen. Please refer to the Posted Transactions training guide for instructions on use of the filtering and download capabilities.

Posted Transactions - Microsoft Internet Explorer

Address: http://gwaappl1.irdev.fms.treas.gov/gwadev/NET/GWAPostedTrans.asp

Reverse = transaction checked out by another user Download Options: Text XML Excel

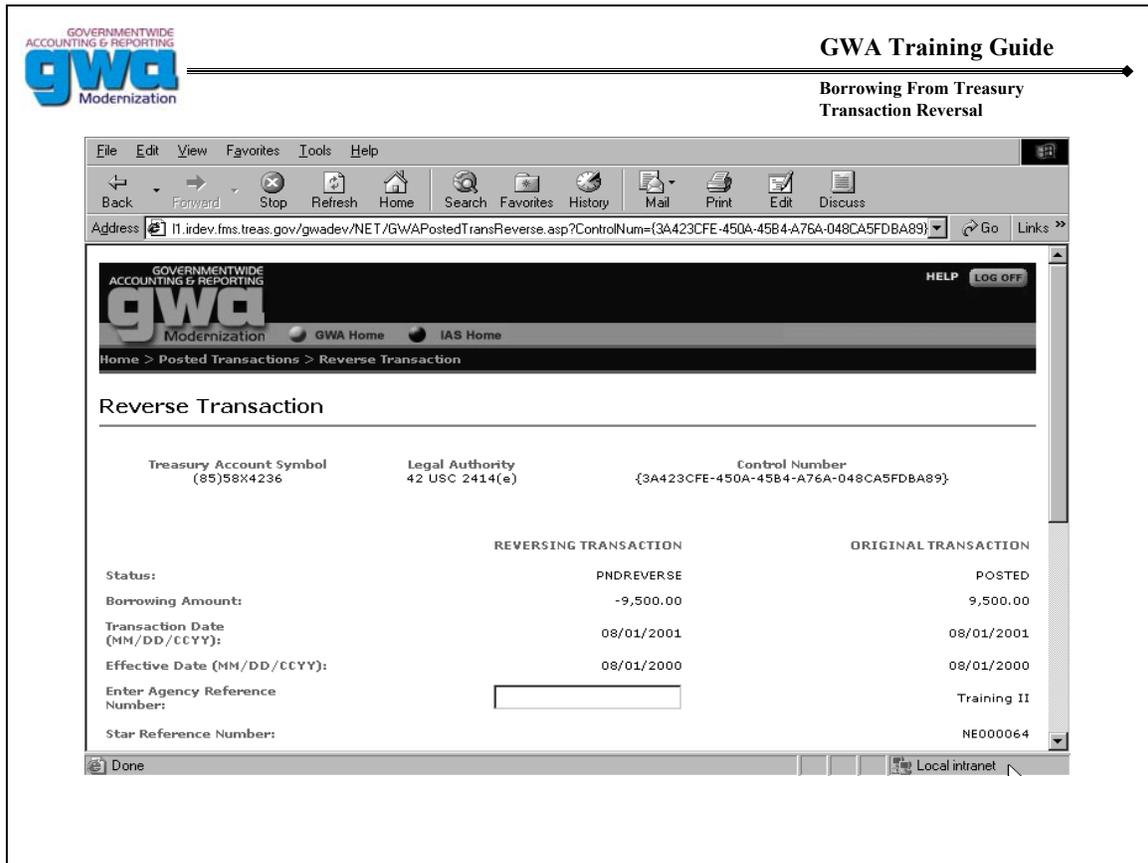
Select	Control Number	Account	Current Status	Submission Date	Accounting Period	Posting Date	Transaction Type	Amount	Le Auth
-	051E...	3696/970161	STAR Posted	5/1/2002 6:58:40 AM	082001	08/27/2001	Reappropriation	15,000.00	PL (01
<input type="radio"/>	0DB3...	(85)36X4130	STAR Posted	4/30/2002 2:39:42 PM	082001	08/27/2001	Repayment Credit Reform Borrowing	7,500.00	2 U 6610 Fec Cre Ref Ac 15
-	E112...	75X4503	STAR Posted	4/30/2002 2:13:00 PM	082001	08/27/2001	Reappropriation	200,000.00	PL (01
-	6370...	3600/010181	STAR Posted	4/29/2002 2:06:19 PM	082001	08/27/2001	Reappropriation	150,000.00	PL (01
-	9A28...	36011114	STAR Posted	4/29/2002 10:26:20 AM	082001	08/27/2001	Capital Transfer	200.00	12 23

Local intranet

Transactions available for reversing will have a radio button in the Select column. To begin, move the cursor over the radio button of the desired transaction and click the left mouse button. A black dot will appear in the radio button to indicate your selection.

Select	Control Number	Account	Current Status	Submission Date	Accounting Period	Posting Date	Transaction Type	Amount	Le Auth
-	051E...	3696/970161	STAR Posted	5/1/2002 6:58:40 AM	082001	08/27/2001	Reappropriation	15,000.00	PL (01
<input checked="" type="checkbox"/>	3A42...	(85)58X4236	STAR Posted	4/30/2002 4:07:36 PM	082001	08/27/2001	Repayment Principle Non-Credit Reform Borrowing	9,500.00	42 241
<input type="checkbox"/>	7588...	(85)58X4234	STAR Posted	4/30/2002 3:14:35 PM	082001	08/27/2001	Repayment Credit Reform Borrowing	9,000.00	2 L 661 Fec Cre Ref Ac 15

Click on the **Reverse** button with the left mouse button.



After clicking the reverse button, the Reverse Transaction screen will be displayed with a few fields already populated:

The **Treasury Account Symbol** field will display the Account Symbol that was selected on the previous page.

The **Legal Authority** field will display the legal authority that enables the Treasury Account Symbol to Borrow From Treasury.

The **Control Number** will be assigned by the system

The **Reversing Transaction** will be created by the system

The **Borrowing Amount** will be the reverse of the original Borrowing Amount

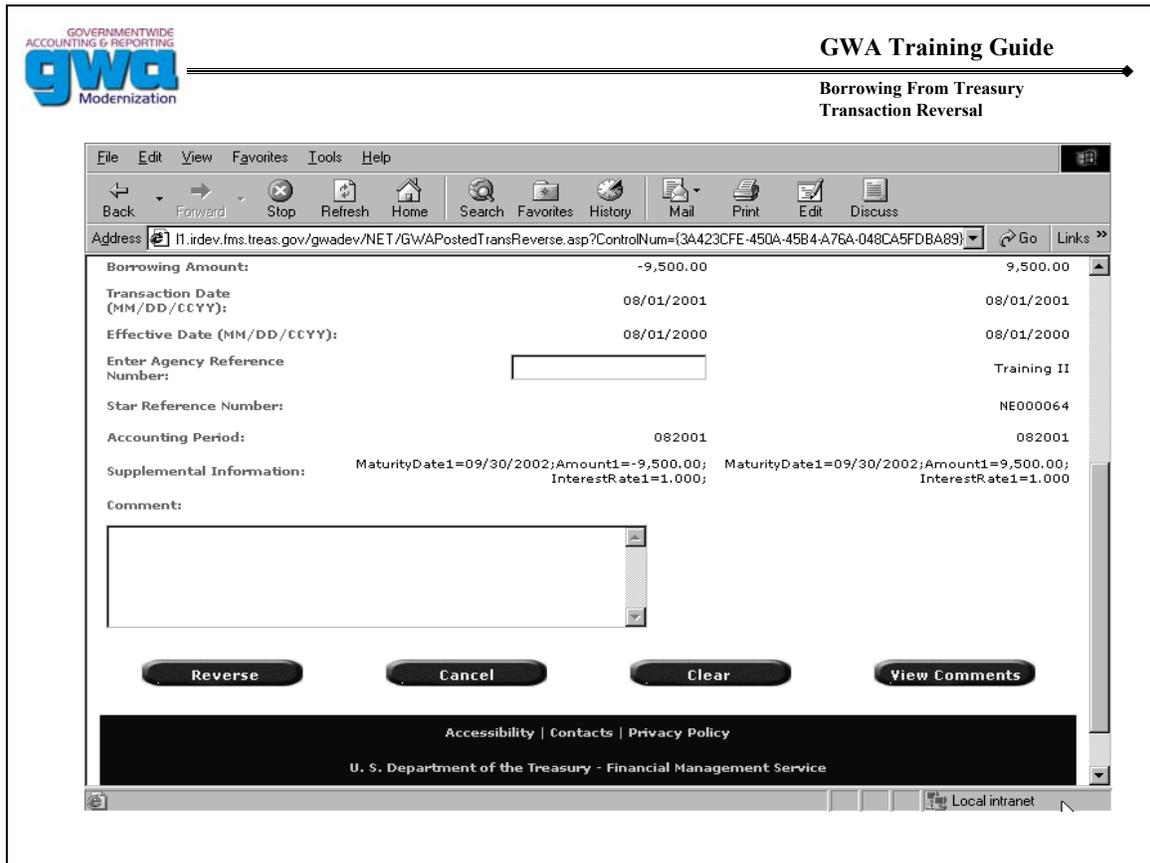
The **Transaction Date** will be the same as the original Transaction Date

The **Effective Date** will be the same as the original Effective Date

The **Original Transaction** will be created from the original transaction

The **Reversing Transaction Status** field will display the status of Pending Reversal

The **Original Transaction Status** field will display the status of Posted



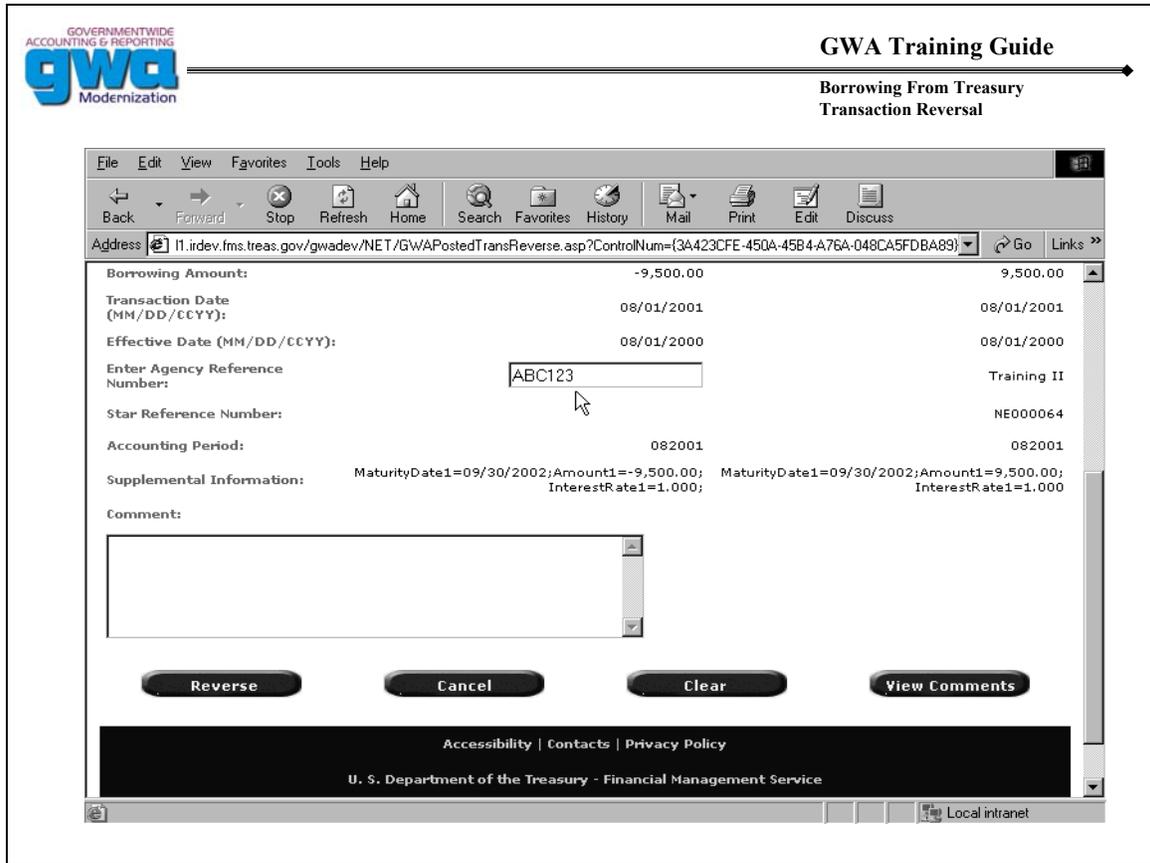
At the bottom of the entry screen, four buttons will appear; **Reverse**, **Cancel**, **Clear** and **View Comments**. Below is a description for each of the buttons:

Reverse - the transaction can be completed by clicking on the **Reverse** button.

Cancel - The transaction can be cancelled by clicking the **Cancel** button - no database updates will be made. If the **Cancel** Button is clicked inadvertently, you may use the Back feature of the web browser and return to the entry screen that will contain all the information you had entered.

Clear - Clicking on the **Clear** button will clear all of the fields on the screen. **Warning: This will erase all the information in the fields that you have entered.**

View Comments - Comments can be viewed by clicking on the **View Comments** button.



Entering A New Borrowing from Treasury Transaction Reversal

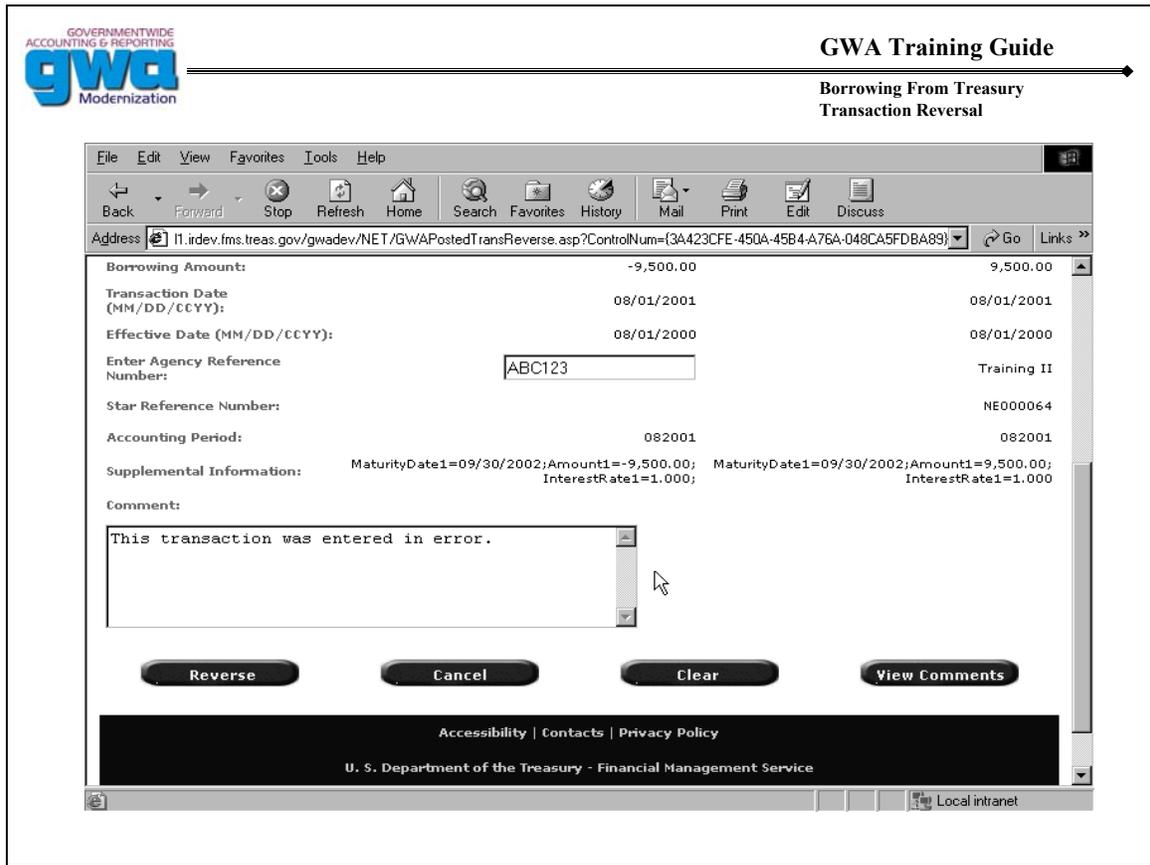
The Agency Reference Number and Comment are the only fields on the screen that a user can enter data. The next several pages describe the entry processes along with a description of the entry fields.

Agency Reference Number

Enter an **Agency Reference Number** if your agency uses this option. This field allows the user to provide information for their agency's own tracking purposes.

Validations:

Optional field



Comment

To enter a comment, move the cursor into the **Comment** box and press the left mouse button. You can now enter a comment. The comment will be saved with the transaction, but will not appear when the SF1151 format is printed.

Validations:

Optional field

File Edit View Favorites Tools Help

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Address 11.irdev.fms.treas.gov/gwadev/NET/GWAPostedTransReverse.asp?ControlNum={3A423CFE-450A-45B4-A76A-048CA5FDBA89} Go Links >>

Borrowing Amount:	-9,500.00	9,500.00
Transaction Date (MM/DD/CCYY):	08/01/2001	08/01/2001
Effective Date (MM/DD/CCYY):	08/01/2000	08/01/2000
Enter Agency Reference Number:	<input type="text" value="ABC123"/>	Training II
Star Reference Number:		NE000064
Accounting Period:	082001	082001
Supplemental Information:	MaturityDate1=09/30/2002;Amount1=-9,500.00; InterestRate1=1.000;	MaturityDate1=09/30/2002;Amount1=9,500.00; InterestRate1=1.000

Comment:

Reverse Cancel Clear View Comments

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Comments can be viewed by clicking on the **View Comments** button.



After the View Comments button is clicked, a new window showing the comments will be displayed. The **Transaction Control Number, Posted Date and Time, Transaction State Code, User Name and Comment Text** will be populated with information associated with the transaction.

Note: Every time a user initiates an action (Save Incomplete, Finished, etc) for a transaction, the contents of the comment box on the entry screen will be associated the transaction and saved. If no comment was entered on the entry screen, a blank space will be in the Comment Text area of the pop-up window. The above screen shows an example of this.

From this screen, the comments can be printed by clicking the Browser Print button. To close the window, click on the "x" at the top right hand corner of the window.

File Edit View Favorites Tools Help

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Address ll.irdev.fms.treas.gov/gwadev/NET/GWAPostedTransReverse.asp?ControlNum={3A423CFE-450A-45B4-A76A-048CA5FDBA89} Go Links »

Borrowing Amount:	-9,500.00	9,500.00
Transaction Date (MM/DD/CCYY):	08/01/2001	08/01/2001
Effective Date (MM/DD/CCYY):	08/01/2000	08/01/2000
Enter Agency Reference Number:	<input type="text" value="ABC123"/>	Training II
Star Reference Number:		NE000064
Accounting Period:	082001	082001
Supplemental Information:	MaturityDate1=09/30/2002;Amount1=-9,500.00; InterestRate1=1.000;	MaturityDate1=09/30/2002;Amount1=9,500.00; InterestRate1=1.000

Comment:

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<http://gwaappl1.irdev.fms.treas.gov/gwadev/NET/GWAPostedTransReverse.asp> Local intranet

Once all information is entered, you can complete the reversal by clicking on the **Reverse** button.

Select	Control Number	Account	Current Status	Submission Date	Accounting Period	Posting Date	Transaction Type	Amount	Le Auth
-	051E...	3696/970161	STAR Posted	5/1/2002 6:58:40 AM	082001	08/27/2001	Reappropriation	15,000.00	PL (01)
-	3A42...	(85)58X4236	Pending Reverse	4/30/2002 4:07:36 PM	082001	08/27/2001	Repayment Principle Non-Credit Reform Borrowing	9,500.00	42241

Once the Reverse button is pressed on the Reverse Transaction screen, the posted transaction list will be re-displayed. The state of the transaction that was selected for reversal is changed to Pending Reverse. A display of the pending list will include the Reversing transaction with a current status dependent upon the initiating user's role. Once the reverse transaction request is processed by STAR, the status of the original posted transaction will change to Reverse. The reversing transaction current status will be Posted with a negative amount.