

Attention Disbursing Officers and Supply Officers

NAVY CASH[®] FLASH!
Naval Supply Systems Command

Navy Family Support Mechanicsburg
Code 56
5450 Carlisle Pike
P.O. Box 2050
Mechanicsburg, PA 17055-0791

Navy Cash[®] Flash 10-007

23 March 2010

Subject: SAFE BANK TRANSACTIONS

Attention: Disbursing Officer/Supply Officer

1. This is just a reminder that Safe Bank Transactions are adjustment transactions only. Unlike funds transfers to chip or funds transfers from chip, Safe Bank Transactions do not move money. They are not reported to the Navy Cash backend ashore. Safe Bank Transactions only change the "Cash Amount" totals reported within the Disbursing Application on the ship, e.g. in the Disbursing Accountability Summary Report (DASR) and the Cash Balance in the End of Day Values frame. If the DASR gets out of balance, please contact the Navy Cash Fleet Support Group for assistance in clearing the discrepancy.

2. The Safe Bank Transactions functionality is used primarily during the End of Month process to reset the DASR to a zero balance for the next month's report. It can also be used during the Indicate End of Day process to adjust the cash amount reported within the Disbursing Application to bring the DASR back into balance.

a. Enter the amount of "cash" that would be needed to either "zero out" the system at end of month or "adjust" the system at end of day.

b. Select the appropriate "Transaction Type" in the drop down menu.

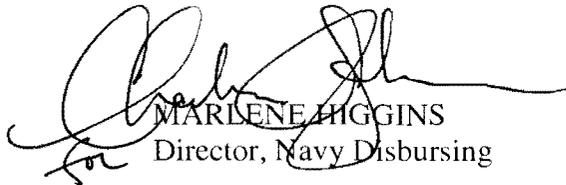
(1) "Deposit to Bank" subtracts the designated amount from the Cash Amount to balance the total if the Cash Amount is positive.

(2) "Deposit to Safe" adds the designated amount to the Cash Amount to balance the total if the Cash Amount is negative.

c. Click the "Submit" button to adjust the Cash Amount totals.

If you have any questions, please contact the Central Support Unit at navycashcenter@ezpaymt.com or 1-866-6NavyCash (662-8922).

POC: Carrie Kunze, carrie.kunze@navy.mil or (717) 605-3506


MARLENE HIGGINS
Director, Navy Disbursing

Please route immediately to the Supply Officer and Disbursing Officer