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MAY 1 2008

TO: All Federal Agencies Serviced by the San Francisco Financial Center

SUBJECT: Secure Payment System (SPS) and Payment Automation Manager (PAM) File Formats with Government-wide Accounting (GWA) Changes

The new Government-wide Accounting (GWA) process will change and streamline the central accounting, reporting, and reconciliation process for Federal agencies and the Financial Management Service (FMS). Under GWA, agencies will classify transactions to the proper component-based GWA Treasury Account Symbol (TAS) and new Business Event Type Code (BETC) when transactions are actually initiated. Currently agencies classify transactions to the proper TAS monthly on your SF224 using the "string" format (e.g., 20x1234). Under GWA, when an agency becomes a GWA Reporter for Treasury Disbursing Office (TDO) payments, they will provide the component-based GWA TAS-BETC with each transaction formatted differently than today. The old account symbol of 20X1234 will need to be shown as below:

Component-based GWA Treasury Account Symbol (TAS) for Payment & Collection Systems								Business Event Type Code (BETC)
Sub-level Prefix Code (SP)	Allocation Transfer Agency Identifier (ATA)	Agency Identifier (AID)	Beginning Period of Availability (BPOA)	Ending Period of Availability (EPOA)	Availability Type Code (A)	Main Account Code (MAIN)	Sub Account Code (SUB)	
		020			x	1234	000	DISB

This is the first in what is expected to be a series of memorandums to provide information about the changes that will be required when submitting payments after implementation of GWA. This memorandum provides links to the file formats that will be required to submit data to the Secure Payment System (SPS) and the Payment Automation Manager (PAM). The SPS flat-file format, *Secure Payment System (SPS) Schedule Upload 440 File Format* (Formerly Technical Note 16), is available on the SPS informational website (http://fms.treas.gov/sps/). The PAM format, *PAM Standard Agency Input File Specification*, is available on the PAM informational website (http://fms.treas.gov/pam/).

I. SPS

The *SPS Schedule Upload 440 File Format* includes requirements for the component-based TAS-BETC that will be required for GWA Reporter ALCs for SPS. GWA Reporter ALCs for SPS must enter the TAS-BETC in the compliant Common Government-wide Accounting Classification Structure (CGAC) format as found on the GWA informational website: (http://fms.treas.gov/gwa/factsheet_tas.html).

The *SPS Schedule Upload 440 File Format* is for those agencies that will create a flat file and their Data Entry Operator (DEO) will upload it into SPS. SPS is also updating the SPS on-line screens and SPS Off-line screens for TAS-BETC entry which will be available at a later date. SPS plans to offer an XML file format version in the future.

1. SPS will make component-based GWA TAS-BETC entry available in early calendar year 2011 for GWA Reporter ALCs for SPS. GWA will work with agencies to convert them into GWA Reporter ALCs.

2. GWA Reporter ALCs for SPS must enter valid GWA component TAS-BETC(s) for all certified payment schedules. Once an agency becomes a GWA Reporter ALC, they cannot go back to being a non-GWA Reporter ALC.

3. Non-GWA Reporter ALCs will continue to enter the current (7-16 position) Account Symbol Field until the agency becomes a GWA Reporter ALC. Same Day Payment Requests (Fedwire) do not require Account Symbol Field.

4. Although no date is mandated yet for TAS-BETC entry, all agencies are expected to eventually be converted to GWA Reporter ALCs.

5. GWA Reporter ALCs must submit from one to 100 valid TAS-BETC(s) per individual payment and from one to 300 valid TAS-BETC(s) summarized at the schedule level for all schedule types for the ALC. That means that there must be at least one valid TAS-BETC. The limit of TAS-BETC(s) per schedule was increased from 100 to 300 based on Agency Questionnaire responses.

6. The Shared Accounting Module (SAM) Public Website will be making a download of the SPS TAS-BETC(s) available by Fiscal Year 2009. GWA advised the only valid BETCs for TDO Payments are:
   - "DISB" Gross Disbursements
   - "DISBCA" Payment for Obligations of Closed Accounts
   - "INVNFED" Investment in Non-Federal Securities
   - "INVNFS" Investment in Non-Federal Securities (Market Value)
   - "REFTAXD" Refund of Taxes, Debit
   - "FHOTXD" Funds Held Outside of Treasury

   The SPS Website will have a link to the SAM Websites.

7. The Type 'A' certified schedules for Regular Check, Manual Check, ACH, ACH Prenotes and Same Day Payment Requests will continue to allow one to 60 individual payment(s). Individual payments to a payee ID can have from one to 100 TAS-BETC(s) for each payment and the entire schedule can have from one to 300 unique TAS-BETC(s).

8. The Type 'B' Summary or Summary Prenotes Schedule Certification can have from one to 300 unique TAS-BETC(s) per schedule. The Type B Schedule Certification is matched to the bulk payment file sent to PAM. The number of

payments on a bulk file can be greater than 300; however, there can only be up to 300 unique TAS-BETC(s) for the schedule.

9. PAM will require a distinct Certified Summary Schedule for each schedule on a bulk file. Agencies will not be able to submit one schedule into SPS to cover multiple schedules on a batch file.

10. SAM will provide SPS a list of the valid open eight-digit ALCs and only those ALCs will be able to make payments through SPS. Four-digit ALCs with four leading zeros are not valid. SAM will also flag GWA Reporter ALCs. Those ALCs will be required to enter component-based GWA TAS-BETC(s).

11. SPS will be working with the Financial Systems Integration Office (FSIO) for testing of the commercial off the shelf (COTS) products.

12. GWA requires that totals be broken out by check and ACH and there is a potential for more than one GWA TAS-BETC. Therefore, on mixed check and ACH files, additional information is requested to provide TAS-BETC totals by check and TAS-BETC totals by ACH.

13. Additional information is available on the SPS website under SPS Changes for GWA including: Agency Preparation Steps, SPS Payments Interface with GWA Presentation, SPS Key Changes for GWA TAS-BETC Chart, and Common Questions.

It is highly recommended that agencies subscribe to the SPS, PAM, and GWA informational websites (http://fms.treas.gov/scripts/subscription/) or update their FMS subscription (http://fms.treas.gov/scripts/subscription/?Act=update).

II. PAM

The *PAM Standard Agency Input File Specification* was developed for the new PAM System. This standard payment format is a result of FMS' effort to modernize the current mainframe-based software applications that are currently used to disburse approximately one billion federal payments annually. The *PAM Standard Agency Input File Specification* is available for reference as agencies begin to report the "GWA Way". Until an agency becomes a GWA Reporter, agencies may continue to submit their bulk payment files in the current format. The current PAM Release Schedule is listed at the end of this memorandum. Agencies need to make every effort to use the standard PAM format as the specification contains an Appropriations Record which allows for the new GWA TAS-BETC reporting structure.

1. The *PAM Standard Agency Input File Specification* is an agency input format that can be used by all Treasury disbursed payment agencies. Check, ACH and wire payments can be created in the PAM Standard File format.

2. The structure of the *PAM Standard Agency Input File Specification* includes a Common Data Record for check and ACH payments. This record contains the common fields that all agencies utilize when creating their payment data. These data elements include the payee name, payee address, payment amount, bank routing number, and payee bank account number.

3. In addition to the Common Data Record, there are Unique Data Records for all payment types that include agency specific payment information for the payment type.

4. The *PAM Standard Agency Input File Specification* also contains an Appropriations Record that will be required for agencies to place their TAS-BETC information. The format requires that there be one Appropriations Record for each TAS-BETC, along with one Common Data Record for each payment.

5. The Vendor/Miscellaneous Check Enclosure Codes 0 – 4 are now combined into one record. In legacy, there are five separate Data Records for each type of enclosure.

6. The format also includes a column that indicates where the data element is used, such as Treasury Offset Program (TOP) and Payments, Accounting, Claims and Enhanced Reconciliation (PACER). The validation rules for the field are also provided as well as a notes column which describes further detail regarding the field.

7. The requirements for the file structure are described at the beginning of the specification as well as the file structure validation rules and other specification notes.

8. The *PAM Standard Agency Input File Specification* also includes appendices which provide additional information for the customer agency such as a Type of Payment Table, account number formats by agency, Country Codes for International Direct Deposit, a table of check legends by payment type, and the TAS component-based format with detail descriptions of the components.

The **PAM Release Schedule** is as follows:

• **Release One**	April 1, 2008	Supplemental Security Income (SSI) monthly ACH benefit payments.
• **Release Two**	October 2008	SSI monthly and daily check payments; COMBO Check Printing and Treasury Check Information System (TCIS)
• **Release Three**	Third Quarter 2009	Office of Personnel Management monthly and daily payments. Interface Systems: TOP and PACER

• **Release Four**	First Quarter 2010	Vendor/Miscellaneous daily payments with SPS and GWA.
• **Release Five**		To be announced.

Please share with your appropriate staffs. If you have any questions regarding the formats, please contact Joe Paule at 510-594-7130 or email joe.paule@fms.treas.gov.

Sincerely,

for Philip A. Belisle
Regional Director