



DEPARTMENT OF THE TREASURY
FINANCIAL MANAGEMENT SERVICE
P.O. BOX 51317
PHILADELPHIA, PA 19115-6317

To All Federal Agencies That
Transmit Bulk Payment Files
To The Philadelphia Financial
Center (PFC)

Management Letter No. 06-08
December 27, 2006

SUBJECT: Connectivity to the Financial Management Service

The continuity of operations for payments processing is a major focus of the Financial Management Service (FMS), as well as its customer agencies. To ensure there is an adequate plan for payment processing, the Philadelphia Financial Center (PFC) has been working closely with its customer agencies to identify how agencies connect to FMS to send payment files. We have recently reviewed the telecommunications arrangements that we have with our customer agencies. The review was conducted to determine if the agency connections were adequate to continue operations at our back-up site at the Kansas City Financial Center. PFC learned that several agencies maintain only a single connection to FMS via the Hyattsville Regional Operations Center (HROC). In the event that HROC is unavailable, these agencies would be unable to submit payment files to FMS. Agencies with only a single connection to HROC should, at a minimum, establish a back-up connection to the Kansas City Regional Operations Center (KROC).

FMS' preferred method of agency connectivity is via the Private Internet Protocol (PIP) network. By using a PIP network connection, agencies will automatically have access to both HROC and KROC to submit payment files. PIP network connectivity provides agencies with a seamless and transparent rerouting of transmissions to the back-up site, in the event that the primary operations center is unavailable. Some agencies with dual connections to HROC and KROC will require programming revisions to reroute their data files to the back-up site under these circumstances. Agencies should review their readiness to make such revisions and consider PIP connectivity as an alternative.

PIP connectivity will also prove beneficial to agencies because FMS will be decommissioning HROC in the future and replacing it with KROC as the primary processing site and the Bureau of Public Debt (BPD) as the backup. When this transition occurs, agencies with a PIP network connection will automatically gain access to the new primary and back-up operations centers, whereas agencies with direct connections to HROC and/or KROC will need to manually reconfigure their connection to the new primary processing site and establish a direct connection to the new backup site.

If you are interested in setting up for PIP or another direct line connection, please contact Joseph Mendez at 202-874-7099 or joseph.mendez@fms.treas.gov. Agencies should not proceed with changes to their respective FMS connections without first contacting Joe. Please be prepared to provide your respective Agency Location Code (ALC), the center that disburses your payments (in your case, the Philadelphia Financial Center), and the various ways your agency uses the connection to FMS.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Colarusso". The signature is fluid and cursive, with a large initial "M" and "C".

Michael Colarusso
Regional Director
Philadelphia Financial Center