

APD ALERT



Foundation Financial Information System (FFIS) and the Central Contracting Registration (CCR)

Background

The Debt Collection Improvement Act (DCIA) requires Federal agencies to make all payments via Electronic Funds Transfer (EFT) unless a waiver is applicable. Federal Acquisition Regulation (FAR) Subpart 32.11 EFT, requires contractors to provide banking information for electronic payments, and FAR Subpart 4.11 CCR, requires the contractors to register in the CCR database where a secure place is provided for contractors to submit their banking information for EFT. The National Finance Center (NFC) is responsible for collecting banking information from CCR, but cannot access the contractor's information in CCR without a valid DUNS number in FFIS.

This APD ALERT provides additional guidance to augment the guidance in APD ALERT 2001-16, issued July 2001. Procurement officials must ensure that all contractors have valid vendor information in FFIS. This includes a valid DUNS number so that banking information may be retrieved by NFC.

What is Needed?

Your help is needed to ensure vendor information is complete and accurate in FFIS. Since you are already required to verify that the contractor is active in both CCR and FFIS, please ensure that the vendor information in FFIS is complete. This information is contained at the bottom of the FFIS screen that includes the vendor code.

If you notice a vendor record in FFIS is missing this important information, please contact your Vendor Coordinator and provide the vendor's valid DUNS number to add to the vendor information already established in FFIS. You may find this information in both the CCR and representations and certifications, as appropriate. This will permit NFC to link with the CCR vendor data.

The Impact

Vendors without EFT information will be removed by NFC between June and September 2005. Any efforts you can make now will help keep the vendors you use active in the FFIS database.

Ensuring all vendor information in FFIS is complete, including DUNS number and banking information, will help ARS and USDA to become compliant with DCIA.

ISSUE DATE: June 2005

APD ALERT: 2005-11