

# Appendix E Glossary of Terms and Acronyms

**Agency** Federal Government Agency

**ALC (Agency Location Code)** A 3(RFCs), 4(DOs) or 8 (use RFCs for disbursement) digit identifier assigned by FMS for Treasury reporting purposes. The first two digits on the 8-digit ALC identify the department of agency, the third and fourth digits identify the particular bureau within the department, and the remaining four digits identify the particular agency account section within that bureau.

**Browser** A software package used to display documents on the Internet. IPAC has been designed and tested with both Microsoft Internet Explorer and Netscape Navigator version 4.0 or higher.

**Enrollment** A GOALS II application which handles the administration and security for the entire IPAC program group.

**FMS (Financial Management Service)** The U.S. Government's financial manager, central disburser and collections agent as well as its accountant and reporter of financial information, the FMS is a bureau of the Treasury Department.

**FPA (Federal Program Agency)** An employing agency of the Federal Government.

**GOALS II (Government On-Line Accounting Link System II)** The system that allows FMS to receive Agency accounting data and forward it to various systems within FMS for final processing and to distribute Agency accounting reports.

**HTML (HyperText Markup Language)** The document format used on the World Wide Web.

**IPAC (Intra-governmental Payment and Collection System)** An Internet based GOALS II application for interagency payment and collections transactions.

**Login ID** The 8 alphanumeric characters assigned to the user to uniquely identify that user.

**Mail Stop** Optional address field which is used to enter an optional street address (different from the postal mailing address) or a second line, before the city and state, of the first address.

**RITS (Retirement and Insurance Transfer System)** A GOALS II application used to automate the transfers of Federal employees' health benefit, retirement and life insurance program information and payments.

**TRACS (Treasury Receivables Accounting Collection System)** The Financial Management Service's (FMS) check claims application, developed to expedite the transfer of funds and associated financial information between FMS and Federal Program Agencies (FPAs).

**User Status** There are three possible status levels for a User's Status: Active, Suspended and Revoked.

Active

The Active status should be used for all working Login IDs that have access to the applications.

Suspended

If a user will not be using the IPAC applications for an extended period of time, due to a vacation, leave of absence, temporary change in job duties or for some other reason, the user's authorizations should be Suspended until he again needs access to the IPAC system. The Login ID needs to be placed in an Active status when the employee returns to work. Suspending access for a Login ID reduces the risk of unauthorized entry into the applications through the use of this ID.

Revoked

The Revoked status needs to be assigned to Login IDs that will not be used any more. If an employee doesn't require access to the IPAC applications anymore, this status should be used. The Login ID may be placed back in an Active status if needed. Login IDs are not deleted from the system.