




DEPARTMENT OF THE TREASURY  
FINANCIAL MANAGEMENT SERVICE  
HYATTSVILLE, MD 20782

MEMORANDUM FOR ALL CHIEF FINANCIAL OFFICERS (CFOs)  
AND DEPUTY CHIEF FINANCIAL OFFICERS (DCFOs)

FROM: Christina Ho   
Assistant Commissioner  
Governmentwide Accounting (GWA)

SUBJECT: Changes to Intra-governmental Payment and Collection System  
(IPAC) Reporting

SIGNED ON: January 3, 2013

On February 16, 2013, the Financial Management Service (FMS) will implement changes that will affect agencies' IPAC reporting. These changes will include the following modifications to IPAC and IPAC bulk files:

- Submission of the U.S. Government Standard General Ledger (USSGL) Account for transactions on-line and in bulk files will be changed from mandatory to optional;
- Submission of the Receiver Department Code for transactions on line and in bulk files will be changed from mandatory to optional
- Removal of the Agency Location Code (ALC) Information Query;
- Removal of the ALC Information Download Query.

On January 1, 2014, FMS will implement additional changes that will affect agencies' IPAC reporting. These changes will include the following modifications to IPAC and IPAC bulk files:

- Required use of the Component Treasury Account Symbol (TAS) on bulk files and removal of the Receiver Department Code on all transactions.

**USSGL Account: Optional**

Beginning February 16, 2013, input of USSGL data will be **optional** both on-line and in bulk files. If an agency has a requirement that the USSGL data be a required field, the agency should submit a request through IPAC using the Special Requirements feature. After a request is created, it will be sent to FMS for final approval. If agencies choose to submit USSGL data, IPAC will continue to confirm that the USSGL account is valid.

For questions about requesting required fields, agencies should contact the Treasury Support Center at 1-866-809-5218.

### **Receiver Department Code: Optional**

In support of the March 23, 2012 CFO letter and the Central Accounting Reporting System (CARS) initiative for the Component TAS, the Receiver Department Code is currently optional on-line and in bulk files. Effective January 1, 2014, the Component TAS, which includes the three-digit Agency Identifier (AID), will be the only TAS accepted on bulk files and the **Receiver Department Codes will be obsolete**. Agencies will be identified by the three-digit AID. Agencies should plan to phase out the use of the Receiver Department Codes in their core systems.

### **Removal of ALC Information and ALC Download Queries**

On February 16, 2013, IPAC will discontinue the ALC Information and ALC Information Download reports. The Shared Accounting Module (SAM) collects all information in regard to ALCs, which can be downloaded and manipulated based on the agency's needs. SAM is a public application that all agencies can use and is considered the authoritative source for ALC information. Therefore, IPAC will no longer provide ALC reports because agencies will be able to access ALC information using the SAM application. See the Web site at <http://www.fms.treas.gov/sam> for further information and enrollment.

**Note:** Transaction reports will still contain the contact information for the user who submitted the transaction.

### **Collection of the Component TAS**

Currently, online IPAC users must submit the Component TAS with payments, collections, and adjustments. IPAC users can currently search for TAS or TAS/Business Event Type Code (BETC) combination based on key components (Main Account "MAIN," Agency Identifier "AID," Sub-Account "SUB") or by directly entering the Component TAS. When entering the Component TAS, users must input all the components.

In support of the CFO letter issued by Dave Lebryk on March 13, 2012, IPAC will not accept bulk files with multiple TAS formats in the Sender and Receiver TAS fields, effective January 1, 2014. This will change the bulk file format. Agency IPAC bulk files must support **only the Component TAS** in January, 2014

In addition, users will not be able to select from multiple TAS formats [for example, the Central Account System (STAR) component, the STAR string, the Component TAS] when submitting a query in IPAC. IPAC users will be able to download reports in the Component TAS format and as reported. All transactions that were processed before the Component TAS mandate will be available for download as reported for the allotted 18-

month archival period. After the mandate, agencies will be able to query processed transactions by using the Component TAS only.

### **Additional Information**

The IPAC staff and the Customer Relationship Management (CRM) team will be working closely with IPAC ALCs to assist in becoming CARS Reporters. This agency outreach supports the GWA initiative to have all agencies reporting TAS/BETC on both the Sender and Receiver side of all transactions. Refer to the SAM and GWA Web sites, listed below, for dates and notifications regarding this outreach.

- SAM – <http://www.fms.treas.gov/sam>;
  
- GWA – <http://www.fms.treas.gov/gwa>.

Users should check the IPAC Web site at <http://www.fms.treas.gov/ipac> for information regarding implementation changes, including:

- Accessing the training environment;
- Obtaining Treasury Support Center/IPAC Help contact information;
- Updating the bulk file format;
- Becoming a CARS Reporter.

Direct any questions to Dominique McCreary at 202-874-6352 or via email to [dominique.mccreary@fms.treas.gov](mailto:dominique.mccreary@fms.treas.gov), or Jim Jenkins 202-874-6352 or via email to [jim.jenkins@fms.treas.gov](mailto:jim.jenkins@fms.treas.gov).

Thank you for your continued support and cooperation with FMS to improve IPAC.