OTCnet Connect

A publication of the Financial Management Service (FMS) Over the Counter Revenue Collection Division

OTCnet Deposits Made Simple

DATES TO REMEMBER

December 31, 2012:

◊ *CA$HLINK II turns off*

◊ *PCC OTC turns off*

◊ *Manual SF 215 processing no longer available*

DID YOU KNOW?

◊ If you are a converted Agency, you should only use OTCnet for OTC collections

◊ If your Agency has finished conversion, you should uninstall PCC OTC from all workstations

◊ Be sure to log into OTCnet every 90 days to keep your account active

QUICK LINKS

OTCnet Contacts
www. Fms.treas.gov/otcnet/
contacts.html

OTCnet Training
www.fms.treas.gov/otcnet/
training.html

OTCnet System Requirements
www.fms.treas.gov/otcnet/
OTCnet_SysReq.pdf

OTCnet Login
www.otcnet.fms.treas.gov

PCC OTC and CA$HLINK II Decommissioning: What you will see on January 1, 2013

The Paper Check Conversion Over-the-Counter (PCC OTC) and CA$HLINK II systems will be decommissioned on **December 31, 2012**. As a result, all Federal Program Agencies (FPAs) and Financial Institutions (FIs) **_must_** transition from PCC OTC and/or CA$HLINK II to the OTC Channel Application (OTCnet) to process their over-the-counter collections. As shown in the graphic on the right, 94% of PCC OTC and 94% of CA$HLINK II conversions are complete. **Effective January 1, 2013, FPAs and FIs will not be able to make any entries into the PCC OTC or CA$HLINK II systems.**

OTCnet Agency Conversion Progress

PCC OTC Conversions Complete — 94% — 65 of 69 agencies complete

CA$HLINK Conversions Complete — 94% — 76 of 81 agencies complete

Updated 11/5/2012
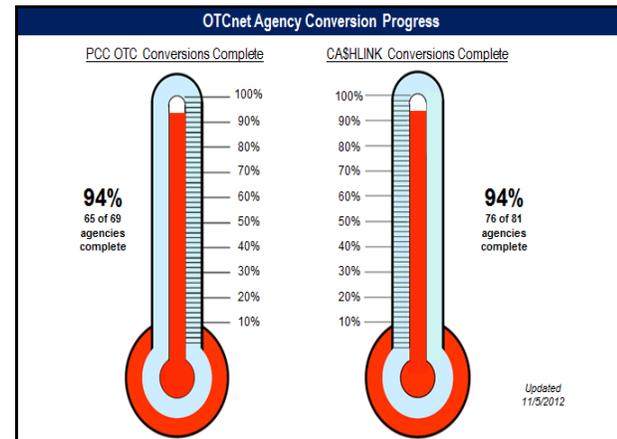
Post-Conversion to OTCnet

If your agency has converted from PCC OTC and/or CA$HLINK II to OTCnet, please complete the steps below to ensure full preparation:

1. Use OTCnet deposit reporting in place of the paper SF 215 deposit tickets that are reported in CA$HLINK II for all Treasury General Account (TGA) and International Treasury General Account (ITGA) bank deposits.
2. Use OTCnet for electronic check capture in place of PCC OTC.
3. Uninstall PCC OTC Point of Sale (POS) from your workstation. FMS has mandated that all agencies that have converted from PCC OTC to OTCnet remove POS from their workstations to ensure all check capture activities are conducted in OTCnet.
4. Log in to OTCnet every 90 days so your account stays active. This will automatically refresh your OTCnet password and keep it from expiring.
5. Notify OTCnet team if any location is still preparing paper SF 215 deposit tickets.

It is recommended that the above steps are completed as soon as possible. This will allow a full transition without interruption before the decommissioning of PCC OTC and CA$HLINK II on December 31, 2012. If a password expires around the December 31, 2012 PCC OTC and CA$HLINK II decommissioning date, there may be a delay in the amount of time it will take for the password to be reset.

Agencies will have read-only access to CA$HLINK II until January 11, 2013 when the remainder of the CA$HLINK II historical data, as of October 2004, will be loaded to TRS. Financial Institutions will have access to CA$HLINK II until February 8, 2013. CA$HLINK II User IDs will be disabled as of these dates.

FI users will no longer see the menu items in CA$HLINK II that allow new or modified deposit functionality (e.g., "Enter Deposit Report", "Request Reverse Deposit Report", "Request Voucher ALC Correction). FIs will have access to limited functions but will no longer be able to enter or correct a Deposit Report.

CA$HLINK II & PCC OTC Update

DON'T WAIT! Only 1 month left until CA$HLINK II is decommissioned!

FIs using OTCnet are responsible for coordination with local branches to ensure they are prepared to receive Agency's OTCnet deposits at the local level. Successful coordination with local branches will ensure an easy transition for both Agencies and FIs during the conversion process.

Important Conversion Date:
◊ **December 31, 2012:** CA$HLINK II and PCC OTC are turned off and the Manual SF 215 process is no longer available

Please ensure that OTCnet users are also familiar with the new Adjustments, Corrections and Rescissions (ACR) process— as these requests must now be completed through OTCnet Customer Service. For more information, please see the ACR instructions on the OTCnet website: http://fms.treas.gov/otcnet/OTCnet_Updated_ACR_Process_Table.pdf. The OTCnet team recognizes that FIs have varied deposit confirmation business processes, some centralized and decentralized. To ensure deposits are confirmed properly at all locations please ensure that the OTCnet users are setup correctly and properly trained before the December 31, 2012 decommissioning.

OTCnet Connect

OTCnet Website Updated for Easier Use

We are pleased to announce that the OTCnet Team recently reorganized the OTCnet website content to improve user navigation. These revisions will provide users with a more concise and user-intuitive experience, as the website continues to serve as a resource before and after the decommissioning of PCC OTC and CA$HLINK II on December 31, 2012.

Additionally, two new pages – *Current OTCnet Users* and *Preparing for OTCnet Conversion*- have been created, providing a more streamlined way to access information:

> *Only 1 month left until CA$HLINK II is decommissioned! Make sure to read this for useful resources!*

- **Current OTCnet Users:** The purpose of this page is to provide agencies, bureaus and Financial Institutions (FIs) with information about post-conversion activities and ways to best use OTCnet. Additionally, other resources such as holiday information and the document archive can easily be found. This new page groups topics previously found on the Legal Notices, Holiday Information and PCC OTC Document Archive pages. It also includes information on system updates and future upgrades, important dates and recent statistics. The page can be accessed at http://fms.treas.gov/otcnet/currentusers.html

- **Preparing for OTCnet Conversion**: This page was created to provide users with clear conversion process information to help determine and address conversion needs. It consolidates content from pages previously known as PCC OTC Conversion to OTCnet, New Agency Enrollment and New Financial Institution Enrollment to help future users of OTCnet gain a better understanding of the conversion process. This page can be accessed at http://fms.treas.gov/otcnet/newusers.html.

Other new resources include a Training Enhancement Request form on the *Training* page at:http://fms.treas.gov/otcnet/Training_Enhancement_Request.docx, and a *List of TGA FIs Converted to OTCnet* page http://fms.treas.gov/otcnet/convertedfis.html.

Additionally, the Common Questions page found at http://fms.treas.gov/otcnet/questions.html was revised to better organize content by highest priority and frequency of inquiry.

As you continue to prepare for PCC OTC and CA$HLINK II decommissioning, we recommend bookmarking the OTCnet website link (http://fms.treas.gov/otcnet) in your default browser for reference.

From the Desk of the Deployment Specialists

John Inkley
OTCnet Deployment Specialist

Decommissioning questions from Financial Institutions (FIs).

Q: *How will FIs know whether or not a SF215 deposit slip has been generated in CA$HLINK II or OTCnet?*
A: OTCnet-generated SF215 deposit slips have a header that states "OTCnet Deposit Ticket." Agency customers making deposits should bring FIs the OTCnet-generated SF215 deposit slip along with the deposit.

Q: *Can FIs process paper SF 215 deposit slips using OTCnet?*
A: No, FIs can only confirm deposits in OTCnet if the Agency created the deposit in OTCnet and brings OTCnet generated deposit slips to the FI; do not process antiquated CA$HLINK II deposit slips in OTCnet.

Q: *How should FIs proceed if they are given antiquated SF215 deposit?*
A: FIs should process the antiquated deposit slips through CA$HLINK II through December 31, 2012. Next, FIs should inform the agency that they need to convert to OTCnet and generate deposit tickets through OTCnet moving forward. FIs should also give the customer the FI OTCnet flyer. If the customer requires assistance converting to OTCnet, FIs should advise them to contact Angela Smith at FMS: Angela.Smith@fms.treas.gov. Additionally, FIs should inform FMS that the agency is still presenting antiquated CA$HLINK II SF215 deposit slips that are not prepared in OTCnet by contacting Maurice Alston at (202) 874-6899 or Maurice.Alston@fms.treas.gov.

Q: *If I was submitting a bank specific deposit slip with my deposit, do I still need to do that?*
A: Yes, some FIs have and will continue to require that you use your own bank deposit slip in addition to the OTCnet generated deposit slip. Some banks require that you get updated deposit slips when you transition to using OTCnet. FIs that require a customer to use a specific deposit slip when making deposits in OTCnet must make sure their local branches are aware of those deposit slip requirements.

Reach a deployment specialist at FMS.OTCDeployment@citi.com!