

RAAUZYUW RUDIDFD 2301555-UUUU--RHMCSUU.
ZNR UUUUU
R 151400Z SEP 97 ZYB
FM DFAS CENTER DENVER CO//ANAC//
TO AIG 8622
AIG 8623
AIG 8624
AIG 8626
364TRS SHEPPARD AFB TX//TTGBF//
INFO SAF WASHINGTON DC//FMPA/FMPB/FMBO/FMBI/FMBM/MIIR//
HQ WASHINGTON DC//A/F//
ZEN DFAS DENVER CENTER CO//ADA/ADF/ADR/ANAA/ANAC/AO/FNL/IX/WAP/
WLS/OAR//

BT

UNCLAS

PLS PASS TO BY-OTHERS PROCESSING CENTER

MSGID/GENADMIN//

SUBJ/INTERIM MESSAGE CHANGE (IMC) 97-5 TO DFAS-DE 7010.1-R

/(FORMERLY AFR 177-101), FEBRUARY 15, 1991//

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RMKS/ PART I.

1. PAGE 200, PARAGRAPH 27-22A(4). REPLACE SUBPARAGRAPH WITH THE FOLLOWING. "INTRA-GOVERNMENT TRANSACTIONS (CROSS-DISBURSING). REFER TO PARAGRAPH 27-27. GOVERNMENT AGENCIES AGREE TO COLLECT AN DISBURSE FOR EACH OTHER. THIS REDUCES THE ISSUING OF TREASURY CHECKS BETWEEN GOVERNMENT AGENCIES OR THE NEED FOR MULTIPLE DISBURSING ACTIVITIES IN THE SAME LOCATION. THESE TRANSACTIONS ARE CALLED CROSS-DISBURSING. USD(C) MEMORANDUM DATED FEBRUARY 28, 1996, REPLACED THE MEMORANDUM OF AGREEMENT FOR CROSS-DISBURSING WITHIN THE DEPARTMENT OF DEFENSE. HQ DFAS MEMORANDUM, DOD CROSS-DISBURSING PROCESSING POLICY DATED APRIL 19, 1996, AND DFAS-DE MESSAGE R221200Z APR 96 IMPLEMENTED USD(C)'S MEMORANDUM. LIMITED TRANSACTIONS FOR THE EXECUTIVE AND TREASURY DEPARTMENTS ARE ALLOWABLE AS NOTED BELOW."
2. PAGE 201, PARAGRAPH 27-22B(4). DELETE SENTENCE.
3. PAGE 201, PARAGRAPH 27-22C(4). CHANGE SUBPARAGRAPH TO READ AS FOLLOWS, "ON DOD, ARMY, NAVY, AND AIR FORCE TRANSACTIONS, UNDERSCORE THE ACCOUNTABLE STATION (NAVY: THE AUTHORIZED ACCOUNTABLE ACTIVITY (AAA)). ON COAST GUARD (DEPARTMENT 69) TRANSACTIONS, UNDERSCORE THE APPROPRIATION. ON ALL VOUCHER COPIES, UNDERSCORE THE TRANSACTION AMOUNT(S) INVOLVED FOR THAT COPY.
4. PAGE 202, PARAGRAPH 27-25A. ADD THE FOLLOWING TO THE END OF THE SUBPARAGRAPH. "AN EXCEPTION TO THIS POLICY IS TREASURY INDEX (TI) 97 NON-ALLOCATED TO SERVICE FUNDS. DFAS-IN ACTS AS THE CENTRAL CLEARINGHOUSE FOR THESE CROSS-DISBURSED FUNDS AND ALL REQUESTS FOR VOUCHERS ARE DOCUMENTED AND SENT DIRECTLY TO THE PAYING STATION."
5. PAGE 202, PARAGRAPH 27-25C. REPLACE LAST SENTENCE WITH THE FOLLOWING. "FAILURE TO RESPOND TO A REQUEST FROM ANOTHER DFAS CENTER OR DOD AGENCY WILL RESULT IN A TRANSMISSION BEING CHARGEDBACK AND ULTIMATELY CLASSIFIED AND TREATED AS A LOSS OF FUNDS OR AN ILLEGAL, IMPROPER, OR INCORRECT PAYMENT (PARAGRAPH 27-27D)".
6. PAGE 202, PARAGRAPH 27-26B. REPLACE THE LAST SENTENCE WITH THE FOLLOWING. "FAILURE TO RESPOND WILL RESULT IN PROCESSING A CHARGEDBACK AND ULTIMATELY A LOSS OF FUNDS OR AN ILLEGAL OR IMPROPER PAYMENT (PARAGRAPH 27-27D)".
7. PAGE 202, PARAGRAPH 27-27. REPLACE THE ENTIRE PARAGRAPH WITH THE FOLLOWING. "27-27. DOD CROSS-DISBURSING PROCEDURES. THE DOD CROSS-DISBURSING MEMORANDUM OF AGREEMENT BETWEEN DOD COMPONENTS, EFFECTIVE OCTOBER 1, 1988, IS SUPERSEDED BY USD(C) MEMORANDUM DATED FEBRUARY 28, 1996. DFAS-HQ MEMORANDUM DATED APRIL 19, 1996, AND DFAS DENVER CENTER MESSAGE R221200Z APR 96 IMPLEMENTS THE USD(C)

MEMORANDUM.

A. THE MOST SIGNIFICANT ACTION STILL REQUIRED BY A PAYING STATION IS TO ENSURE ADEQUATE SUPPORT DOCUMENTATION ACCOMPANIES ALL FOR-OTHERS CYCLE SUBMISSIONS. THE NEW POLICY PLACES RESPONSIBILITY FOR SUPPORTING TRANSACTIONS SQUARELY ON THE PAYING STATION. ADEQUATE SUPPORT VARIES WITH THE TYPE OF TRANSACTION. HOWEVER, A VOUCHER MUST SUPPORT EACH TRANSACTION. THE VOUCHER AND/OR DOCUMENTS MUST IDENTIFY: THE FULL LONG LINE ACCOUNTING CLASSIFICATION, THE ACCOUNTABLE STATION, THE OBLIGATING OR AUTHORIZING DOCUMENT NUMBER, THE NATURE OF THE GOODS OR SERVICES PROVIDED, AND SUBSTANTIATION OF THE TRANSACTION AMOUNT.

(1) ACCOUNTABLE STATIONS MUST PROCESS CROSS-DISBURSED (X-CYCLES) BY-OTHER TRANSACTIONS IN A TIMELY MANNER.

(2) IN ORDER TO MEET POLICY REQUIREMENTS, CROSS-DISBURSED TRANSACTIONS SHOULD BE PROCESSED WITHIN 30 DAYS.

B. REQUESTS FOR DOCUMENTATION.

(1) ACCOUNTABLE DFAS CENTERS AND ACCOUNTABLE STATIONS ARE AUTHORIZED TO REQUEST NEEDED OR MISSING OR ADDITIONAL SUPPORTING DOCUMENTS DIRECTLY FROM THE DFAS PAYING STATION THAT MADE THE TRANSACTION (PARAGRAPH 27-25C).

(A) THE CONTACT MUST BE IN WRITING OR OTHER DOCUMENTED MEANS (REFER TO PARAGRAPH 27-25C).

(B) REQUEST(S) SHOULD BE PREPARED WITHIN 10 WORKDAYS OF IDENTIFYING THE PROBLEM.

(C) REQUEST(S) MUST SPECIFY THE PROBLEM AND/OR DOCUMENTATION NEEDED.

(D) REQUEST(S) MUST INCLUDE POINTS OF CONTACTS FOR DISCUSSION AND TELEPHONE/FAX NUMBERS.

(E) REQUEST(S) MUST INCLUDE NOTIFICATION THAT CONUS PAYING STATIONS HAVE 90 DAYS TO RESPOND AND OUTSIDE CONUS PAYING STATIONS HAVE 120 DAYS.

(2) THE FOLLOWING TYPES OF REASONS ARE ACCEPTABLE TO REQUEST PAYING STATION SUPPORT:

(A) TRANSACTION WAS RECEIVED WITHOUT VOUCHER COPY OR COPY ILLEGIBLE.

(B) SUPPORTING DOCUMENTATION IS INCOMPLETE OR ILLEGIBLE.

(C) SUPPORTING DOCUMENTATION DOES NOT SUPPORT DATA REQUIREMENTS.

(D) TRANSACTION AMOUNT DOES NOT AGREE WITH VOUCHER AND/OR SUPPORT AMOUNT.

(E) DUPLICATE/ERRONEOUS TRANSACTION RECEIVED FROM SAME PAYING STATION.

(F) ELECTRONICALLY TRANSMITTED DETAILED DATA IS GARBLED, OUT-OF-BALANCE, OR LACKS SUFFICIENT DETAIL.

(G) TRANSACTION LACK FOREIGN MILITARY SALES (FMS) DETAIL DATA (I.E., COUNTRY CODE, MASTER CASE CODE, OR LINE ITEM CODE).

(3) PAYING STATIONS MUST RESPOND TO ALL REQUESTS FOR RESEARCH AND CORRECTIVE ACTION PROMPTLY (PARAGRAPH 27-26B).

(4) A PAYING STATION IN THE CONTINENTAL UNITED STATES (CONUS) HAS 90 DAYS AND A PAYING STATION OUTSIDE CONUS HAS 120 DAYS, TO PROVIDE REQUESTED DOCUMENTATION. IN ORDER TO MEET THE SUSPENSE, ALL REQUESTS SHOULD BE RESEARCHED AND RESPONDED TO IN 30 DAYS.

(5) IF AN ADJUSTMENT TRANSACTION IS REQUIRED (E.G., DUPLICATE PAYMENT, ERRONEOUS TRANSACTION, CORRECTION IN TRANSACTION AMOUNT, ETC.), THE ACCOUNTABLE DFAS CENTER OR ACCOUNTABLE STATION NOTIFIES THE PAYING STATION IN AN ACTION SIMILAR TO REQUESTS FOR DOCUMENTATION. REQUESTS FOR ADJUSTMENT TRANSACTIONS MUST ALSO BE RESPONDED TO WITHIN 90 DAYS FOR CONUS PAYING STATIONS AND 120 DAYS FOR PAYING STATIONS OUTSIDE CONUS.

C. REJECTS. IF ADEQUATE DOCUMENTATION OR ADJUSTMENT IS NOT

PROVIDED TO THE ACCOUNTABLE STATION, THE TRANSACTION IS REJECTED BACK TO THE ACCOUNTABLE DFAS CENTER. THE REJECT MUST INCLUDE DOCUMENTED REQUEST(S) FOR ASSISTANCE TO THE PAYING STATION AND INDICATION RESPONSE WAS NOT RECEIVED WITHIN THE SUSPENDED DEADLINE. NON-FMS TRANSACTIONS ARE REJECTED TO DFAS-DE/ADA. FMS TRANSACTIONS ARE REJECTED TO DFAS-DE/IRCI.

D. CHARGEBACKS.

(1) THE ACCOUNTABLE DFAS CENTER, UPON RECEIVING THE REJECTED TRANSACTION AND VERIFYING ITS ACCURACY, WILL TRANSFER A CHARGEBACK TO THE PAYING DFAS CENTER, THE APPROPRIATE BUDGET CLEARING ACCOUNT (57 F 3875 IN THE CASE OF THE DENVER CENTER).

(2) THE PAYING DFAS CENTER WILL THEN TRANSFER THE CHARGEBACK TO THE PAYING STATION VIA THE BY-OTHERS PROCESS (57 F 3875.XXXX FOR DENVER CENTER PAYING STATIONS). FOR DENVER CENTER STATIONS, THE LIMIT USED WILL INDICATE THE SERVICE INVOLVED (0300 - COAST GUARD, 0400 - NAVY AND MARINE CORPS, 0500 - ARMY).

(3) THE PAYING STATION MUST ACCEPT CHARGEBACKS SENT BY THE PAYING DFAS CENTER. FAILURE TO MEET PROCESSING TIMES (90 OR 120 DAYS) DOES NOT INVALIDATE A CHARGEBACK.

E. CHARGEBACKS EXCLUDED.

(1) INTERFUND TRANSACTIONS.

(2) CENTRALIZED TRANSPORTATION PAYMENTS MADE BY DFAS-IN (TRANS OPS).

(3) OPEN ALLOTMENT TRANSACTIONS.

(4) TRANSACTIONS UNDER EXISTING MEMORANDUM OF AGREEMENT WITH THE U.S. COAST GUARD.

(5) TRANSACTIONS FOR \$250.00 OR LESS (DEBITS OR CREDITS) EXCEPT TRAVEL ADVANCES OR SETTLEMENTS, FOREIGN MILITARY SALES, OR FRAUD.

(6) DEFENSE CIVILIAN PAY SYSTEM (DCPS) TRANSACTIONS.

(7) DFAS-CO TRANSACTIONS SENT DIRECTLY TO DFAS-DE CITING ADSN'S 854100, 855900, AND 856000.

F. CLEARING CHARGEBACKS.

(1) CHARGEBACKS MUST BE CLEARED WITHIN 60 DAYS.

(2) IF THE PAYING STATIONS CAN PROVIDE JUSTIFICATION FOR THE CHARGEBACK, THEY WILL TRANSFER THE CHARGE OR CREDIT BACK TO THE APPROPRIATE ACCOUNTABLE STATION USING NORMAL CROSS-DISBURSING PROCEDURES. PREPARE AN SF1081, VOUCHER AND SCHEDULE OF WITHDRAWALS AND CREDITS, AND A CONTRA ENTRY TO THE BY-OTHERS (57 F 3875.XXXX FOR DENVER) TRANSACTION OFFSET BY THE NEW AND PROPER TRANSACTION. ACCEPT AND ADJUST THE 57 F 3875.XXXX BY-OTHERS TRANSACTION FROM DFAS-DE (SECTION F OF THIS CHAPTER). FUND TYPE K RECORDS REQUIRE A COLLECTION BALANCE AMOUNT GREATER OR EQUAL TO THE AMOUNT DISBURSED (AFM 177-370, PARAGRAPH 19.13D). USE MAFR CODE F AND PROCESS THE CONTRA SF 1081.

(3) AN EXPLANATION OF THE CHARGES OR CREDITS MUST BE ON THE SF 1081.

(4) IF THE ABILITY TO RESOLVE THE CHARGEBACK IS DUE TO ERRORS AT THE PAYING STATION, THE OBLIGATION SHOULD BE RECORDED AGAINST THE OPERATING FUNDS OF THE PAYING STATION.

(A) FOR DFAS-OWNED PAYING OPLOCS/DAOS, THE OBLIGATION SHOULD CITE DFAS DWCF FUNDS.

(B) IF THE ERROR IS DETERMINED TO HAVE OCCURRED AT A SERVICE AAA/DSN/FSO, CHARGE THE OBLIGATION AGAINST THAT FSO'S MISSION FUNDS.

(5) THE PAYING STATION SHOULD REQUEST RELIEF FOR AN ILLEGAL, IMPROPER, OR INCORRECT PAYMENT PER DFAS-DE 7010.1-R, IF THE CHARGEBACK CANNOT BE JUSTIFIED AND TRANSFERRED TO AN APPROPRIATE ACCOUNTABLE STATION. FRAUDULENT TRANSACTIONS REQUIRE NOTIFICATION TO THE DEFENSE INVESTIGATIVE SERVICE IMMEDIATELY AND REJECTION TO THE

ACCOUNTABLE DFAS CENTER WITH ALL DOCUMENTATION FOR TRANSFER TO THE PAYING STATION.

G. LINE ITEM ACCEPTANCE. DO NOT HOLD BY-OTHERS CYCLES PAST THE END OF THE MONTH WHILE AWAITING RESPONSES TO REQUESTS FOR DOCUMENTATION OR ADJUSTMENTS. PROCESS ALL OTHER TRANSACTIONS IN A CYCLE IN THE NORMAL MANNER EXCEPT FOR THOSE BEING REFERRED BACK TO THE PAYING STATION. FOR THOSE ITEMS BEING REFERRED BACK TO A PAYING STATION, POST THE TRANSACTION TO THE ACCOUNTING RECORDS BY POSTING THE DISBURSEMENT, AND THEN CREATE A NEGATIVE TRANSACTION FOR THE SAME DATA USING ESP CODE 1A AND RECORD THE MONTH AND YEAR IN THE SALES CODE FIELD (YMM). THIS CREATES A NEGATIVE UNLIQUIDATED OBLIGATION (NULO). FOR FMS CREATED NULO TRANSACTIONS, RECORD THE MONTH AND YEAR (YMM) IN THE FIELD KNOWN AS THE "DATE OF THE LAST TRANSACTION". THESE NULOS WILL BE TRACKED AND MUST BE REPORTED ON THE MONTHLY NULO REPORT. HOWEVER, THESE TYPES OF NULOS WILL NOT BE INCLUDED IN THE ACCOUNTABLE STATION'S NULO STATISTICS TO DFAS-HQ. THE DFAS-DE INTENTION IS TO USE THE DATE IN THE ABOVE FIELDS TO AGE THE NULO AND AT THE 120TH DAY CONTACT THE ACCOUNTABLE STATION TO DETERMINE THE REQUEST'S STATUS. FOR UNSUPPORTED COLLECTIONS (REIMBURSEMENTS), CONTACT THE PAYING CENTER FOR GUIDANCE.

H. DEPARTMENT/BASIC SYMBOLS OTHER THAN ASSIGNED SERVICE. IF AN ACCOUNTABLE STATION RECEIVES A CROSS-DISBURSED TRANSACTION THAT HAS DEPARTMENTAL CODES AND BASIC SYMBOLS OF ANOTHER SERVICE, THE TRANSACTION IS REJECTED IMMEDIATELY TO THE ACCOUNTABLE CENTER (DFAS-DE). THE CENTER WILL CHARGEBACK THE ITEM TO THE PAYING OFFICE WHEN THE ACCOUNTABLE CENTER IDENTIFIES THIS TYPE OF TRANSACTION BEFORE SUBMISSION TO THE ACCOUNTABLE STATION, THE CENTER WILL INITIATE CHARGEBACK PROCEDURES IMMEDIATELY.

I. SPECIAL HANDLING. THE FOLLOWING APPLIES TO TRANSACTIONS PAID BY NAVY FOR AIR FORCE. THE DSSN SHOWN ON THE BY-OTHERS REGISTER REPRESENTS THE FINANCIAL INFORMATION PROCESSING CENTER (FIPC), NOT THE ACTUAL PAYING STATION. THE PAYING STATION CAN BE FOUND ON EITHER THE VOUCHER, OR WHEN THE VOUCHER IS NOT RECEIVED, ON THE COPY OF THE NAVY TRANSMITTAL LISTING AND MEMO USED IN LIEU OF THE VOUCHER.

J. THE FOLLOWING APPLIES TO DFAS-DE ACCOUNTABLE STATIONS THAT RECEIVE BY-OTHERS REGISTERS FROM DFAS-DE WITH A REPORT INDICATOR OTHER THAN "4". REQUESTS FOR DOCUMENTATION AND ADJUSTMENTS FOLLOW THE ABOVE STATED PROCEDURES. THEREFORE, REQUESTS FOR PAYING STATION SUPPORT MUST BE DOCUMENTED AND WITHIN THE 90 OR 120 DAY SUSPENSE FOR A RESPONSE. IF THE PAYING STATION DOES NOT RESPOND WITHIN THE PROPER TIMEFRAME, THEN THE TRANSACTION IS REJECTED BACK TO DFAS-DE/ADAAC. THE REJECTED TRANSACTION MUST HAVE A COPY OF THE REQUEST TO THE PAYING STATION AND A COPY OF THE BY-OTHERS REGISTER PAGE ON WHICH THE TRANSACTION WAS LISTED FOR THE ACCOUNTABLE STATION. THE REJECT SHOULD BE A LETTER INDICATING THIS TRANSACTION REJECTED TO DFAS-DE/ADAAC DUE TO PAYING STATION NOT FULFILLING REQUEST BY THE ACCOUNTABLE STATION. DFAS-DE/ADAAC WILL REVIEW REJECTS FOR VALIDITY OF DOCUMENTATION. IF THE REJECT DOCUMENTATION IS INCOMPLETE OR IMPROPER, IT WILL BE RETURNED TO THE ACCOUNTABLE STATION. IF THE REJECT DOCUMENTATION IS CORRECT, DFAS-DE/ADAAC WILL COMPLETE A CHARGEBACK TO THE PAYING STATION'S BUDGET CLEARING ACCOUNT VIA THE BY-OTHERS PROCESS. THE PAYING STATION HAS 60 DAYS TO JUSTIFY THE CHARGE AND SEND THEM BACK TO THE ACCOUNTABLE STATION THROUGH NORMAL CROSS-DISBURSING CHANNELS. OTHERWISE, THE PAYING STATION IS TO POST THE ITEM TO THE MISSION FUNDS OF THE OFFICE RESPONSIBLE FOR THE CHARGEBACK."

8. PAGE 203, PARAGRAPH 27-28A. REPLACE SUBPARAGRAPH 27-28A WITH THE FOLLOWING. "THERE ARE FIVE DIFFERENT TYPE OF REGISTERS OF TRANSACTIONS BY-OTHERS TO ADVISE DFAS-DE OPLOCS/DAOS/AFOS OF TRANSACTIONS AGAINST AIR FORCE AND OSD APPROPRIATIONS ALLOCATED TO

THEIR STATIONS. WITHIN THESE FIVE TYPES, SEPARATE REGISTERS ARE USED TO ADVISE OF NON-FMS VERSUS FMS TRANSACTIONS AND TRANSACTIONS PAID BY AIR FORCE VERSUS TRANSACTIONS PAID BY ARMY, NAVY, AND DEPARTMENT OF STATE (DOS) (FIGURE 27-24). DFAS-DE/IRCI PROCESSES FMS REGISTERS. DFAS-DE/ADA PROCESSES THE OTHER REGISTERS EXCEPT THE EDIT ACCEPTED REPORT FOR NON-ALLOCATED TREASURY INDEX (TI) 97 APPROPRIATIONS FOR WHICH DFAS-IN IS THE DFAS CLEARINGHOUSE. THE RCS: HAF-ACF(W)8702A, REGISTER OF VOUCHERLESS TRAVEL TRANSACTIONS BY-OTHERS, IS PRINTED AT THE ACCOUNTABLE STATION FROM THE DFAS-DE TRANSFER FILE. ALL OTHER BY-OTHER REGISTERS ARE MAILED FROM DFAS-DE EXCEPT THE EDIT ACCEPTED REPORT, WHICH IS MAILED DIRECTLY FROM DFAS-IN."

9. PAGE 203 PARAGRAPH 27-28A. ADD NEW SUBPARAGRAPH 27-28A(5).

"(5) TREASURY INDEX 97. AS OF OCTOBER 1, 1996, DFAS-IN BECAME THE PROPONENT FOR TREASURY INDEX 97 (CROSS-DISBURSED ONLY) CLEARANCE ACTIVITY (OTHER THAN DWCF AND FMS). THE MONTHLY EDIT ACCEPTED REPORT (NO RCS) ADVISES OF TRANSACTIONS BY THE DFAS-IN/AKA CLEARINGHOUSE FOR NON-ALLOCATED TI 97 APPROPRIATIONS. "NON-ALLOCATED" FUNDS ARE DEFINED AS FUNDS ISSUED AND CONTROLLED BY AN ACCOUNTABLE STATION AND DFAS CENTER OTHER THAN THE PAYING STATION AND PAYING DFAS CENTER.

(A) EXCLUDED SYSTEMS. TRANSPORTATION OPERATIONS (TRANS OPS), DEFENSE CIVILIAN PAY SYSTEM (DCPS), DEFENSE PRINTING SERVICE (DAPS), DIRECT FINANCIAL REPORTING SYSTEM (FRS), AND SOME OPLOCS (OTHERS FOR NAVY) HAVE SPECIALIZED SYSTEMS AND ARE EXCLUDED FROM THIS REQUIREMENT.

(B) PAYING ACTIVITY. PAYING STATIONS ARE RESPONSIBLE FOR PREPARING DETAILED LISTINGS (TRANSMITTALS) FOR TRANSACTIONS PROCESSED FOR OTHER CENTERS/STATIONS. THESE TRANSMITTALS MUST BE READABLE, BALANCED, SUPPORTED, AND TIMELY. IT IS THE RESPONSIBILITY OF THE PAYING STATION TO ENSURE ALL TRANSACTIONS ARE VALID AND PROPERLY SUPPORTED BY ADEQUATE DOCUMENTATION (REFER TO PARAGRAPH 27-24). DFAS-DE PAYING ACTIVITIES PROVIDE DETAILED FOR-OTHERS DISBURSEMENT DATA TO THE DENVER CENTER. THE DENVER CENTER, IN TURN, PROVIDES THIS INFORMATION TO THE DFAS-IN CLEARINGHOUSE VIA AN ELECTRONIC FILE.

(C) ACCOUNTABLE ACTIVITY. DFAS-IN MAELS THE ACCOUNTABLE ACTIVITY TRANSACTIONS CLEARED THAT WERE PROCESSED BY THE STATE DEPARTMENT AND CYCLES CLEARED AND PAID BY THE MILITARY DEPARTMENTS TO INCLUDE COLUMBUS AND KANSAS CITY. THE CLEARANCE PACKAGE (EDIT ACCEPTED LIST) RETAINS THE CYCLE ID/TRANSMITTAL NUMBER CITED BY THE PAYING ACTIVITY. UPON RECEIPT OF THE TRANSACTION FOR-OTHERS (TFO)/TRANSACTIONS BY-OTHERS (TBO) CLEARANCE PACKAGE FROM DFAS-IN, THE ACCOUNTABLE ACTIVITY WILL ENSURE THAT SUPPORTING DOCUMENTS ARE RECEIVED FOR EACH TRANSACTION ON THE EDIT ACCEPTED REPORT. THE COMBINATION OF THE CLEARANCES ON THE EDIT ACCEPTED REPORT AND THE TFO/TBO UNCLEARED LISTING SHOULD EQUAL THE DOLLAR VALUE ON THE REGISTERS FROM THE PAYING ACTIVITY.

[1] ADJUSTMENTS. IF THE CHARGE/CREDIT BELONGS TO THE ACCOUNTABLE ACTIVITY BUT THE WRONG APPROPRIATION IS CITED, PREPARE AN SF 1081 TO CORRECT THE APPROPRIATION AND ACCEPT IT INTO THE ACCOUNTING RECORDS (REFER TO PARAGRAPH 27-37B). PROVIDE A COPY OF THE SF 1081 TO THE PAYING ACTIVITY AND TO THE DFAS-IN CLEARINGHOUSE (REFER TO PARAGRAPH 27-38A(5)(E)).

[2] REJECTS. IF THE CHARGE/CREDIT DOES NOT BELONG TO THE RECEIVING DFAS-DE ACCOUNTABLE ACTIVITY, PROCESS A REJECT BACK TO THE DFAS-IN CLEARINGHOUSE (REFER TO PARAGRAPH 27-32E(2)).

[3] CHARGEBACKS. IF A PAYING ACTIVITY FAILS TO PROVIDE A MISSING VOUCHER, OR FAILS TO PROVIDE SUFFICIENT DOCUMENTATION WITHIN THE ALLOWED TIMEFRAMES, PROCESS A CHARGEBACK TO THE PAYING ACTIVITY. FOLLOW CHARGEBACK PROCEDURES OUTLINED IN

PARAGRAPH 27-27. FOR PURPOSES OF TI 97 TFO/TBO CLEARANCES, THE ACCOUNTABLE CENTER IS CONSIDERED TO BE THE DFAS-IN CLEARINGHOUSE." 10. PAGE 210, PARAGRAPH 27-32E(1). DELETE ENTIRE PARAGRAPH AND REPLACE WITH: "(1) ARMY, NAVY, AND DOD (NOT RECEIVED FROM THE DFAS-IN CLEARINGHOUSE): REJECT TRANSACTIONS RECEIVED IN ERROR TO THE SITE FROM WHICH RECEIVED. (NOTES: POST ACCEPTABLE TRANSACTIONS IN THE ALLOTMENT LEDGER OR REIMBURSEMENT RECORDS. DO NOT INCLUDE TRANSACTIONS BY THE COMPONENT THAT ISSUED THE ALLOTMENT IN THE RCS: HAF-ACF(M)7113 REPORTS TO DFAS-DE, FOR EXAMPLE ARMY PAYMENTS APPLICABLE TO ARMY FUNDS).

(2) TRANSACTIONS RECEIVED FROM THE DFAS-IN CLEARINGHOUSE: REJECT TRANSACTIONS RECEIVED IN ERROR TO DFAS - INDIANAPOLIS CENTER, DEFENSE ACCOUNTING DIRECTORATE, DFAS-IN/AKA (TREASURY TEAM SUPPORT), 8899 E. 56TH STREET, INDIANAPOLIS, IN 46249-1326.

(A) PREPARE A COVER LETTER AND RETURN THE VOUCHER TO THE ADDRESS LISTED IN PARAGRAPH 27-32E(2) ABOVE.

(B) THE COVER LETTER MUST INCLUDE THE APPROPRIATION CHARGED, VOUCHER NUMBER, TL-IN CYCLE NUMBER, DOLLAR VALUE, REASON FOR THE REJECT, AND A POINT OF CONTACT.

(C) THE FOLLOWING ARE NOT VALID REASONS FOR REJECTION:

[1] INVALID CONTRACT NUMBER,

[2] LACK OF FUNDS,

[3] CONTRACT CLOSED,

[4] INVALID APPROPRIATION CITED. NOTE: DO NOT

REJ, T IF AN INVALID APPROPRIATION IS CITED AND THE CHARGE IS YOURS. PROCESS A SF 1081 AND ACCEPT THE TRANSACTION INTO THE ACCOUNTING RECORDS. PROVIDE INFORMATION COPIES OF THE SF 1081 TO THE PAYING STATION AND TO DFAS-IN/AKA.

11. PAGE 213 PARAGRAPH 27-38A(5)(A). ADD THE FOLLOWING PHRASE TO THE END OF THE SENTENCE. "... (EXCEPT FOR TRANSACTIONS RECEIVED FROM THE DFAS-IN CLEARINGHOUSE, SEE (E) BELOW)."

12. PAGE 213 PARAGRAPH 27-38A(5)(E). ADD THE FOLLOWING SUBPARAGRAPH.

"IN THE CASE OF TRANSACTIONS APPEARING ON DFAS-IN CLEARINGHOUSE'S EDIT ACCEPTED REPORT, SUBMIT ONE COPY OF THE SF 1081 TO THE PAYING STATION AND ONE COPY TO THE CLEARINGHOUSE. COMPLY WITH (A) AND (D) ABOVE.

PART II.

1. THIS PART IS INFORMATION ONLY. DO NOT POST TO YOUR REGULATION.

2. POCS FOR PARAGRAPH 27-27 IS MR. LEO RUBIO, DFAS-DE/ANAC, 303-676-7271.

3. POCS FOR TI 97 CHANGES ARE MR. JIM REINHART OR MR. DENNIS ROBERTSON, DFAS-DE/ANAC, 303-676-7271.

4. POC FOR DFAS-DE 7010.1-R IS MS. MICHELLE RENDON, DFAS-DE/ANAC, 303-676-7271.//

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