DNP BREAKING NEWS

Enhancing the Do Not Pay User Experience with Payments
Release 6.4
Webinar Etiquette

- Please note that this session will be muted by the host.
- Please do not put your phone on hold.
- All questions will be addressed at the end of the presentation.
- If you would like a copy of the presentation, it will be posted on the Do Not Pay website under Resources in the Training section.
Do Not Pay is launching a redesigned Portal User Experience!

Key Training Objectives
By the end of this training you will:
• Feel confident about your ability to use the Payments function
• Feel confident about your ability to filter matches
• Feel confident about your ability to adjudicate matches
Agenda

01. The New User Interface
02. Payments
03. Filtering Payments
04. Adjudicating Matches
05. Adjudicating Multiple Matches
06. Questions & Contact Information
Why a New User Interface?

• Feedback from Focus Groups
• Improved Ease of Navigation
Implementation Timeline

- **February 29, 2020**: Continuous Monitoring
- **July 11, 2020**: Reports
- **October 24, 2020**: Payments
- **2021**: Remaining Components & Legacy Portal Discontinued

- **December 14, 2019**: Batch Matching
- **August 3, 2019**: Online Search
Logging In to the DNP Portal

Type the Do Not Pay Portal address in your web browser:

https://fiscal.treasury.gov/dnp/

Click [Log In]
1. Click on [LOGIN WITH YOUR PIV]

2. Security window will display

3. Select correct credential and click [OK]

4. Enter PIN and Click [OK]
Logging In: Terms and Conditions

Terms and Conditions

I have a need to know the information in the Do Not Pay Portal in order to perform my official job duties. I agree only to access the data that is necessary to perform those duties. I will not access Do Not Pay for fraudulent purposes. I acknowledge that browsing, or any unauthorized access of Do Not Pay data, constitutes a serious breach of the confidentiality of that information and may be subject to criminal and civil penalties.

I will make no unauthorized changes to data delivered to me from Do Not Pay. I will not use the information obtained from Do Not Pay, either inadvertently or deliberately for personal gain (for example, to initiate unauthorized refunds/payments, or to wrongfully grant/revoke rights, benefits or privileges).

While assessing and researching this site, I may be alerted to information on persons, entities, firms or subcontractors with whom I have a direct or indirect financial interest. In the event that I suspect or later become aware of a conflict of interest or financial interest, I agree to report this immediately to the appropriate Federal agency ethics official.

When I no longer have an official need for the Do Not Pay information, I will request that my access to the site be terminated.

I will not disclose any information from Do Not Pay to any unauthorized person. Any unauthorized disclosure of information, failure to disqualify myself from participation in any decision process in which I have a financial interest, or use of Do Not Pay for other than the specific authorized purpose may result in an investigation that could lead to disciplinary actions and other consequences including the loss of Do Not Pay access.

Click [Accept] to login to the Portal
Redesigned Landing Page

1. Navigation bar
2. Contact, Logoff, and Help buttons
3. Online Search bar
4. Data Sources
5. Announcements
6. Legacy Portal link
Legacy Landing Page

1. Navigation bar
2. Contact, Logoff, and Help buttons
3. Data Sources

Do Not Pay Data Sources
Click on name to view the description and specific search tips for each data source.

- American InfoSource Death Data - Obituary
- American InfoSource Death Data - Probate
- Credit Alert System
- Dept of Defense Death Data
- Dept of State Death Data
- List of Excluded Individuals/Entities - Public
- List of Excluded Individuals/Entities - Restricted
- Office of Foreign Assets Control
- SAM Entity Registration Records
- SAM Exclusion Records - Public
- SAM Exclusion Records - Restricted
- SSA Death Master File
- TOP Debt Check
### Legacy Payments

1. Click the [+Filter Result] to open Advanced Filtering Options

#### PAYMENTS MATCHED

<table>
<thead>
<tr>
<th>Payment Adjudication Status</th>
<th>PAM Payment Status</th>
<th>Total # of Matches</th>
<th>Data Sources</th>
<th>Payment Type</th>
<th>Payee Name</th>
<th>SSN/EIN/TIN</th>
<th>Payment Amount</th>
<th>Payment Date</th>
<th>Schedule #</th>
<th>Payment ID</th>
<th>Pay</th>
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</thead>
<tbody>
<tr>
<td>NOT ADJUDICATED</td>
<td>ISSUED</td>
<td>1 Matches</td>
<td>DMF</td>
<td>N/A</td>
<td>CHARLIE BROWN</td>
<td>8144205557 / SSN</td>
<td>6,620.00</td>
<td>05/27/2015</td>
<td>SCD109000000612</td>
<td>PAY0N0F0ST0000000...</td>
<td></td>
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<td>DMF</td>
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<td>8144205557 / SSN</td>
<td>9,668.00</td>
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</tr>
</tbody>
</table>

Showing 1 to 10 of 3199

Download Results  Go to Adjudicate Multiple Page
Legacy Payments

6. Click [(X) Matches]

7. Payment Information screen appears

8. Click the link in the Match Adjudication Status column
Legacy Payments

9. Adjudication Status window appears

10. Select status

11. Add comments (150 character limit)

12. Click [Save]
## Legacy Payments

**1. Click [Go to Adjudicate Multiple Page]**
Redesigned Payments

1. Click the Payments Icon
2. Filters
3. Matches

Select one or more matches to enable multiple adjudication fields.
Filters

1. Select Payment Adjudication Statuses
   - Not Adjudicated
     - No Adjudication Required
     - Improper
     - Improper - Stopped Payment
     - Proper

2. Select From and Through Date
   - From Date: October 2020
   - Through Date: October 2020

3. Select ALCs
   - 0000000
   - 0000002
   - 0000004
   - 0000006
   - 00000220

4. Select Data Sources
   - AIS-OBIT
   - AIS-PROB
   - DMF
   - DOD
   - DOS

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Announcements
Welcome to the DNP Portal! Take Me to the Legacy Portal Page
Contact Us
QAFADJ01
Logoff

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SENSITIVE BUT UNCLASSIFIED

Advanced Filters

2. Select Payment Type
3. Select Business Rules Applied
4. Select Stop Payment Rules Applied
5. Click [Apply Filter] or [Reset]
Payments Matched: Export

1. Number of Payments Matched

2. Export File Type

3. Click [Export All]
### Payments Matched: Sort By Column

- **Applied Filters:** Not Adjudicated | DOD

<table>
<thead>
<tr>
<th>Payment Adjudication Status</th>
<th>Payee</th>
<th>SSN/EIN/TIN</th>
<th>Date</th>
<th>Amount</th>
<th>AL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Adjudicated</td>
<td>AIDEN THOMPSON</td>
<td>423781250 / SSN</td>
<td>07/16/2019</td>
<td>$9,416.00</td>
<td>00</td>
</tr>
</tbody>
</table>

*1 Match*

[Click arrow to sort.]
## Payments Matched

**CSV**
- Export All

**Applied Filters:** Not Adjudicated

### Payment Adjudication Status
- Not Adjudicated

<table>
<thead>
<tr>
<th>Payment Adjudication Status</th>
<th>Payee</th>
<th>SSN/EIN/TIN</th>
<th>Date</th>
<th>Amount</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Adjudicated</td>
<td>ADALYNN GRAHAM</td>
<td>423781334 / SSN</td>
<td>07/16/2019</td>
<td>$5,096.00</td>
<td></td>
</tr>
</tbody>
</table>

**Select**
- DOD

**Source**
- ADALYNN GRAHAM

**Match Name**
- DOD

**TIN**
- 423781334 / SSN

**Death Date**
- 12/15/2016

**Match Adjudication Status**
- Not Adjudicated

**Comment**
- 

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**Show Details**

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**Save/Print Detail**

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**Hide Details**

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For more information:
- **Contact Us**
- **QAFAJD01**
- **Logoff**

---

**Matched Date/Time**
- Birth Date: 04/08/1952
- Death Date to Payment Date: 944 days

**Whitelist Reason**
- NONE

**Whitelist Expiration Date**
- 

---

*If no payment date is provided, Estimated Payment Date is calculated as the date the file was received plus one (1) business day. This date will also be used to apply Business Rules and Stop Payment Rules.*
<table>
<thead>
<tr>
<th>BELLA BROOKS</th>
<th>SSN/EIN/TIN</th>
<th>423781305</th>
</tr>
</thead>
</table>

| Payment Adjudication Status | NOT ADJUDICATED (PENDING) |
| Payment Date                | 09/24/2020 |
| Payment Amount              | 27000.07   |
| Agency Location Code        | 16120001   |
| Payment Type                | SALARY     |
| Schedule #                  | SCHD6152008893 |
| Payment ID                  | PAYDNPTEST8587410554 |

| PAM Payment Status | PENDING |
| Payment ID Code    | -       |
| Estimated Payment Date* | 09/24/2020 |
| Agency Account ID  | 1123456789 |

*If no payment date is provided, Estimated Payment Date is calculated as the date the file was received plus one (1) business day. This date will also be used to apply Business Rules and Stop Payment Rules.

<table>
<thead>
<tr>
<th>DOD</th>
<th>(as of 09/23/2019)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>TIN</td>
</tr>
<tr>
<td>BELLA BROOKS</td>
<td>423781305</td>
</tr>
</tbody>
</table>

| Match Adjudication Status Comment | NOT ADJUDICATED |
| Death Date to Payment | 618 days |
Adjudicating Individual Matches

<table>
<thead>
<tr>
<th>Select</th>
<th>Source</th>
<th>Match Name</th>
<th>TIN</th>
<th>Death Date</th>
<th>Match Adjudication Status</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>DOD</td>
<td>ADALYNN GRAHAM</td>
<td>423781334 / SSN</td>
<td>07/16/2019</td>
<td>Not Adjudicated</td>
<td></td>
</tr>
<tr>
<td></td>
<td>DOD</td>
<td>ALEXA MORALES</td>
<td>423781317 / SSN</td>
<td>12/15/2016</td>
<td>Proper - Business Reason</td>
<td></td>
</tr>
<tr>
<td></td>
<td>DOD</td>
<td>AIDEN THOMPSON</td>
<td>423781250 / SSN</td>
<td>10/25/2018</td>
<td>In Progress</td>
<td></td>
</tr>
<tr>
<td></td>
<td>AIS-OBIT</td>
<td>ADAM BOYER</td>
<td>896903212 / SSN</td>
<td>07/16/2019</td>
<td>Proper - Business Reason</td>
<td></td>
</tr>
</tbody>
</table>

1. Select Match
2. Enter Comments
3. Click [Apply]
## Adjudicating Individual Matches

### 1 Match

<table>
<thead>
<tr>
<th>Source</th>
<th>Match Name</th>
<th>TIN</th>
<th>Death Date</th>
<th>Match Adjudication Status</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>DOD</td>
<td>AIDEN THOMPSON</td>
<td>423781250 / SSN</td>
<td>10/25/2018</td>
<td>Proper - False Positive</td>
<td></td>
</tr>
</tbody>
</table>

### 1 Match

<table>
<thead>
<tr>
<th>Select</th>
<th>Source</th>
<th>Match Name</th>
<th>TIN</th>
<th>Death Date</th>
<th>Match Adjudication Status</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>DOD</td>
<td>ALEXA MORALES</td>
<td>423781317 / SSN</td>
<td>12/15/2016</td>
<td>Proper - Business Reason</td>
<td>Paid to beneficiary</td>
</tr>
</tbody>
</table>

### 5 Matches

<table>
<thead>
<tr>
<th>Source</th>
<th>Match Name</th>
<th>TIN</th>
<th>Death Date</th>
<th>Match Adjudication Status</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIS-OBIT</td>
<td>ALEX AVEST</td>
<td>896903220 / SSN</td>
<td>08/01/2018</td>
<td>Proper - Other</td>
<td>Alice Test 08072020</td>
</tr>
<tr>
<td>AIS-PROB</td>
<td>ALEX AVEST</td>
<td>896903220 / SSN</td>
<td>08/01/2018</td>
<td>Proper - Other</td>
<td>Alice Test 08072020</td>
</tr>
</tbody>
</table>
Adjudicating Multiple Payments

1. Select Matches
2. Select Adjudication Status
3. Enter Comments
4. Click [Apply to Selected]

Select Adjudication Status
- Improper
- In Progress
- Proper - Business Reason
- Proper - False Positive
- Proper - Other

Enter Comments

Select Matches
- DMF
- AIS-OBIT
- AIS-PROB
- DOD
- DOS

Adjudication Successful
Reports: Reports Selection

1. Click the Reports Icon
2. Select ASR

Adjudication Summary Report
High-level summary of access group adjudication statuses by month

Payment Activity Report
Summarizes access group PAM payments, matches, and adjudication statuses by ALC
Do Not Pay - Adjudication Summary Report

DNP ADJUDICATION ONE
MAY, 2020 (FY 2020)

Agency Location Codes (ALCs): 12402200, 05060000, 12345690, 10020001, 12345797, 12346067, 00000004, 12345796, 00088838, 20050000, 00000006, 00000303, 00001421, 20100002, 12346017, 03000003, 14090030, 00000449, 0002034, 01000003, 00000300, 12345964, 00001075, 00001003, 11010002, 15110016, 12346127, 00000220, 20060109, 11010004, 11200001, 0003130, 0000000, 12360015, 69010004, 12346019, 00008556, 00008495

Total Payments - Count (#): 0  Amount ($): $0.00
Questions & Contact Information

Reach out to the Agency Support Center:
855-837-4391
donotpay@fiscal.treasury.gov

Schedule a meeting with our team

Website: fiscal.treasury.gov/dnp
# DNP Contact Information

<table>
<thead>
<tr>
<th>Agency</th>
<th>Agency Lead Fiscal Service</th>
<th>Treasury Email Address</th>
<th>Agency Specialist FRB STL</th>
<th>FRB STL Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department of Agriculture</td>
<td>Angélique Bridges</td>
<td><a href="mailto:angelique.bridges@fiscal.treasury.gov">angelique.bridges@fiscal.treasury.gov</a></td>
<td>Drew Hubbard</td>
<td><a href="mailto:drew.hubbard@stls.frb.org">drew.hubbard@stls.frb.org</a></td>
</tr>
<tr>
<td>Department of Commerce</td>
<td>Jon Ortiz</td>
<td><a href="mailto:jon.oritz@fiscal.treasury.gov">jon.oritz@fiscal.treasury.gov</a></td>
<td>Shannon Alkhalaf</td>
<td><a href="mailto:shannon.alkhalaf@stls.frb.org">shannon.alkhalaf@stls.frb.org</a></td>
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<tr>
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<td>Angélique Bridges</td>
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<td>Kristofer Klette</td>
<td><a href="mailto:kristofer.klette@stls.frb.org">kristofer.klette@stls.frb.org</a></td>
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<tr>
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