Payment Activity Report
Do Not Pay Quick Reference Card

Getting Started

What is the Payment Activity Report?

The Payment Activity Report (PAR) is a report that summarizes Payment Automation Manager (PAM) payment data which has been vetted against Social Security Administration (SSA) Death Master File (DMF), American InfoSource (AIS) Obituary and Probate, Department of Defense, and Department of State data sources during Payment Integration (or at the time of payment). The PAR also summarizes the adjudication status of matches by Agency Location Code (ALC).

Do all agencies have access to this report?

No, only agencies with Do Not Pay (DNP) access and only those agencies that submit PAM payments will have data populated in their reports.

How do I access the PAR?

Select the Report icon (📊) from the navigation pane on the left side of the screen. Select the "Payment Activity Report" button.

How often does the PAR update?

The PAR report will update at the end of the first day of the month and display information from two months prior. For example, August data will be available to view on October 2 and September data will be available on November 2.

Can I print the PAR?

Yes, a PDF version of the report is available to save and print. The PDF version displays a summary page followed by matches based by Agency Location Codes.

How do agencies use the PAR?

Agencies use information provided in the PAR to satisfy financial reporting requirements mandated by Office of Management and Budget (OMB) Circular No. A-136 Section II.

When can I see results for the entire Fiscal Year (FY)?

You can see FY results by November 2 after the Adjudication Summary Report for September payments is automatically submitted by DNP.

When I choose Current Fiscal Year-To-Date (YTD) as the date range, why does it clarify "submitted month with payments"?

It is possible (although rare) for submissions to be made without payments. Only submissions with payments will be displayed in the PAR.

PAR Report Fields

Payments	Description
Matched	Count/Value of payments where the payee Social Security Number and First/Last Name matched against one of the five DNP death data sources in Payment Integration.
Not Adjudicated	Count/Value of payments where the payee Social Security Number and First/Last Name matched against one of the five DNP death data sources in Payment Integration, and an adjudication decision about whether it is proper or improper has not yet been provided by the agency.
Proper	Count/Value of payments that matched against one of the five DNP Pay death data sources in Payment Integration, and an adjudication decision has found the match to be a proper payment according to the agency's business rules and procedures.
Improper	Count/Value of payments that matched against one of the five DNP death data sources in Payment Integration, and an adjudication decision has found the match to be an improper payment according to the agency's business rules and procedures.
Unmatchable	Count/Value of payments that did not have the opportunity to be matched against one of the five DNP death data sources in Payment Integration, due to either a missing/invalid Social Security Number, or a missing/invalid First/Last Name.
Stopped	Count/Value of payments that were stopped from being disbursed.

(#) Total Count
($) Total Dollar Value All fields exclude Invalid or Removed payments

The total number of matches and matched payments may differ due to the possibility of a single payment resulting in multiple matches.

If you have any questions, please contact FPFIoutreach@fiscal.treasury.gov

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Sample PAR - Summary

Do Not Pay - Payment Activity Report
DNP ADJUDICATION ONE
October 2018 - September 2019
Agency Location Codes (ALCs): 20100002, 00008495, 00000220, 11200001, 14090030, 12345964, 12346019, 12346127, 20050000, 00008617, 12360015

Summary	Total Payments - Count (#): 60		Amount ($): $338,527.00	
Payments	**Count (#)**	**Amount ($)**	**Source**	**Count (#)**
Matched	60	$338,527.00	AIS-OBIT	18
Not Adjudicated	51	$297,953.00	AIS-PROB	18
Proper	6	$31,499.00	DMF	39
Improper	3	$9,075.00	DOD	0
Unmatchable	0	$0.00	DOS	21
Stopped	4	$17,930.00		

This report only displays payments and adjudication results that have been submitted on an Adjudication Summary Report.

Sample PAR - By ALC

06/16/2020

Do Not Pay - Payment Activity Report
DNP ADJUDICATION ONE
October 2018 - September 2019
Agency Location Codes (ALCs): 20100002, 00008495, 00000220, 11200001, 14090030, 12345964, 12346019, 12346127, 20050000, 00008617, 12360015

ALC: 12346127	Total Payments - Count (#): 4		Amount ($): $15,977.00	
Payments	**Count (#)**	**Amount ($)**	**Source**	**Count (#)**
Matched	4	$15,977.00	AIS-OBIT	0
Not Adjudicated	4	$15,977.00	AIS-PROB	0
Proper	0	$0.00	DMF	0
Improper	0	$0.00	DOD	0
Unmatchable	0	$0.00	DOS	7
Stopped	0	$0.00		

ALC: 00008495	Total Payments - Count (#): 10		Amount ($): $50,032.00	
Payments	**Count (#)**	**Amount ($)**	**Source**	**Count (#)**
Matched	10	$50,032.00	AIS-OBIT	10
Not Adjudicated	9	$44,947.00	AIS-PROB	10
Proper	0	$0.00	DMF	10
Improper	1	$5,085.00	DOD	0
Unmatchable	0	$0.00	DOS	10
Stopped	0	$0.00		

ALC: 12360015	Total Payments - Count (#): 3		Amount ($): $12,925.00	
Payments	**Count (#)**	**Amount ($)**	**Source**	**Count (#)**
Matched	3	$12,925.00	AIS-OBIT	0
Not Adjudicated	2	$4,212.00	AIS-PROB	0
Proper	1	$8,713.00	DMF	0
Improper	0	$0.00	DOD	0
Unmatchable	0	$0.00	DOS	4
Stopped	1	$1,882.00		

This report only displays payments and adjudication results that have been submitted on an Adjudication Summary Report.

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