Intragovernmental Transactions Working Group (ITWG)

September 12, 2017

Today's Agenda

- Survey Results (Brian Casto)
- New look for the FIDS (Wes Vincent)
- Update on Data Exchanges for Orders (Bill Schmidt)
- Performance Transaction (Matt Conrad)
- Survey Questions (Brian)

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Tentative ITWG Schedule

- ✓ July 18 – Potpourri
- ✓ Aug 29 – Intro to G-Invoicing
- ❑ Sept 12 – Order and Performance Exchanges

<u>Planned Dates</u>

November 14

January 9

February 13

2-3 pm ET

<u>Future Topics</u>

Performance (cont.)

DATA Act

Preparation for release 2.1

Multiple Advance Payments

Refunds and Adjustments

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Survey Results – Automation Plans

- 25 responses – Thank You!
- We asked what areas you plan to automate …

	Orders	Delivery	R&A	Invoices	Remittance
Yes, SAP	3	3	3	3	2
Yes, Oracle	4	5	4	5	5
Yes, Momentum	2.5	1	1	2	2
Yes, PRISM	2.5				
Yes, homegrown system	4	3	3	4	4
Yes, Other				1	
Yes, unknown system	4	3	4	4	4
No (manual entry)	2.5	3	3	1	1
TBD	2	4	4	4	4
	24.5	22	22	24	22

Engaged Vendors { (Yes, SAP through Yes, homegrown system)

WorkDay Financials → (Yes, Other, Invoices = 1)

We may be in touch → No (manual entry)

igt@fiscal.treasury.gov

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New Look for the FIDS

- Removed the System Mapping (middle) section
- Maps IGT Buy/Sell Treasury forms (e.g., 7600A) to the XML schema published on Fiscal Service Data Registry
- Federal Intragovernmental Data Standards are posted on the G-Invoicing website

	Treasury Order Form					Data Element Mapping						
Form	Form Location	Form Field Name	Form Field Description	Form Field Data Type	Form Field Required	Schema Element Field Name	Order Level	Data Type	Length Max	Schema Element Content Restriction	Status	Status Date
7600B	Header	Order Number	A unique number used to identify the order created from the General Terms and Conditions.	Text	Required	OrderNumber	Header	AlphaNum	20		Updated	8/4/2017
7600B	Header	Order Modification Number	An identifier assigned to an order by the system when a modification is made to the original order record.	Number	Required	OrderModification Number	Header	Numeric	10		Unqualified	1/5/2016
7600B	27	Performance Period Start Date	The date on which the performance will start.	Date	Required	OrderStartDate	Header	Date + Time		YYYY-MM-DD Thh:mm:ss.SSSZ	Updated	8/9/2017
7600B	27	Performance Period End Date	The date on which the performance will end.	Date	Required	OrderEndDate	Header	Date + Time		YYYY-MM-DD Thh:mm:ss.SSSZ	Updated	8/9/2017
7600B	28	Line Number	The Order Line number is generated in IPP, and incremented for each line associated to a header.	Number	Required	LineNumber	Line	Numeric	5	-	Unqualified	1/5/2016
7600B	28	Requesting Agency ALC	Unique identifier Agency Location Code (ALC) for a federal agency buying goods and/or services.	Text	Required	AgencyLocationCode	Header	AlphaNum	8	-	Updated	8/8/2017
7600B	28	Reimbursable Line Costs Unit of Measure	For Reimbursable Agreements, enter the unit of measure for each Order Line, if applicable.	Enumeration	Required	UnitOfMeasure	Line	AlphaNum	3	-	Updated	8/4/2017
7600B	28	Reimbursable Line Costs Quantity	Number of units to determine total price.	Number	Required	Quantity	Line	Numeric	20,2	Derived – does not appear in XML	Updated	8/17/2017
7600B	28	Reimbursable Line Costs Unit Price	The cost of each unit on an Order Line. This price is inherited down to the schedule level.	Number	Required	UnitPriceAmount	Line	Numeric	23,5	5 implied decimals min occurs 1 min length 1	Updated	8/11/2017
7600B	28	Total Reimbursable Line Costs	Total Price is the Quantity x Unit Price.	Number	Required	-	Line	Numeric	30,2	Derived – does not appear in XML	Updated	8/14/2017

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Proposed Changes to Order Standards

- **Ship To Address**
  - Existing Data Elements: Ship to Description, Address (1-3), City, State, Country, Zip
  - Proposed New Data Element: Ship To Agency Title

- **Prepared By** (Point of Contact)
  - Existing Data Elements: Prepared by Name, Phone and E-mail
 - Proposed New Data Elements: Prepared by Title and Address

- **Payment Term Days** should be **Invoice Approval Days**
  - So not to confuse with '1% 10 Net 30', etc.
  - This is the agreed-upon timeframe during which the Buyer may approve or reject an Invoice, after which G-Invoicing will automatically approve it

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Data Exchanges for Orders

- Push/Pull Orders to/from G-Invoicing

  - Supports four transactions

    - New order submission (#2)

    - Seller acceptance and update (#4)

    - Download by Seller and Buyer (#3 & #5)

  - Specifications presented to ERP development stakeholders

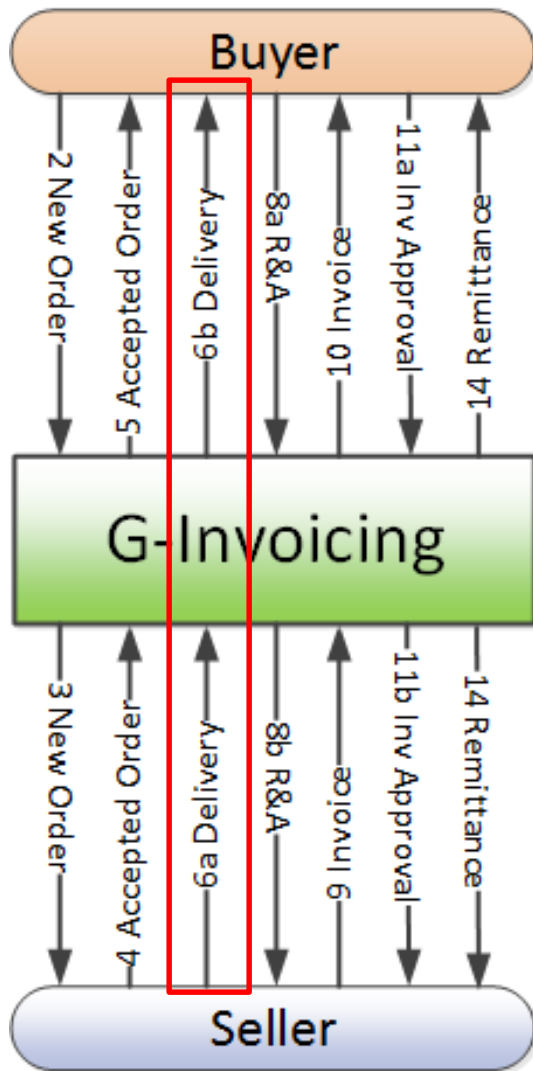 - Specifications and supporting documents will soon be available on the G-Invoicing website

  igt@fiscal.treasury.gov

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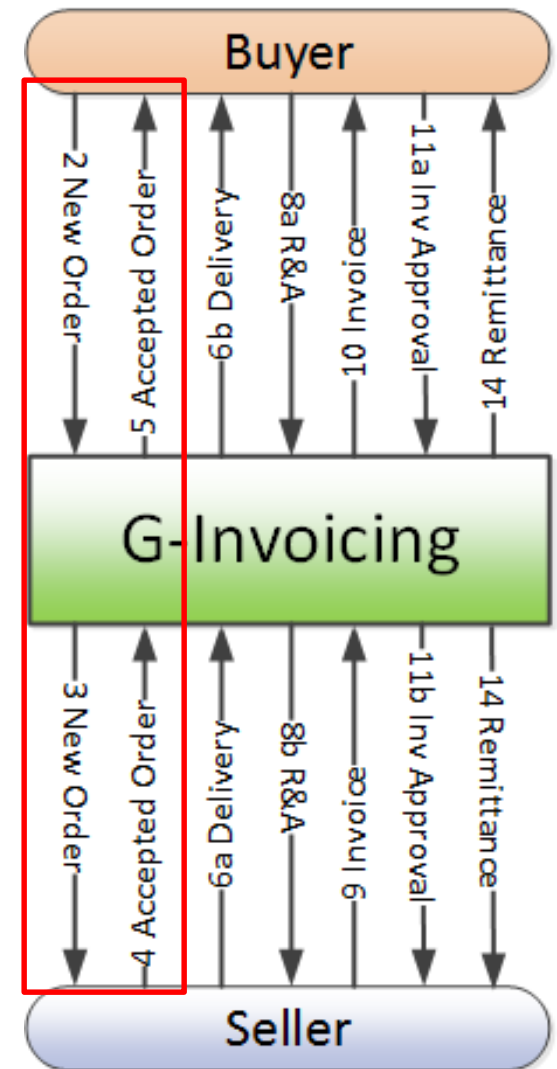
Delivery, Receipt & Acceptance

- We've been discussing performance related transactions for over a year

  - Practices vary across Federal government

- Surveys show that most of you do not want/need to report delivery separately from the invoice

- Surveys show that most of you do not want/need to report receipt separately from invoice approval

  - But this is needed to address audit concerns

- Buy/Sell differences are caused by reporting variances in amount, period and reciprocating accounts

- Information is not consistently exchanged between partners

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Going Forward – Delivery Transaction

- The seller is expected to submit a Delivery Transaction to G-Invoicing when delivery of goods or services has been completed

- Delivery transaction will consist of all or part of one or more Order-Line-Schedules

- All data elements in EDI-856 (shipping notice/manifest) will be considered
  - Minimum Required: Order #, Line #, Schedule #, Date, Quantity, Price, UOM

- Delivery data may accompany invoice or may be sent separately

- For release 2.3, this will be proof of performance by the seller

- Beyond release 2.3, additional elements and requirements will be added to align with a more traditional delivery transaction

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Receipt & Acceptance Transaction

- Buyer is expected to submit R&A to G-Invoicing when goods or services have been received or accepted

- R&A transaction will consist of all or part of one or more Order-Line-Schedules

- All data elements in EDI-861 (receiving advice / acceptance certificate) will be considered

  - Minimum Required: Order #, Line #, Schedule #, Date, Quantity, Price, UOM

- R&A does not need to match Delivery

- R&A may accompany invoice approval or may be sent separately

- For release 2.3, this will be the buyer's acknowledgement of performance

- Beyond release 2.3, additional elements and requirements will be added to align with a more traditional receipt and acceptance transaction

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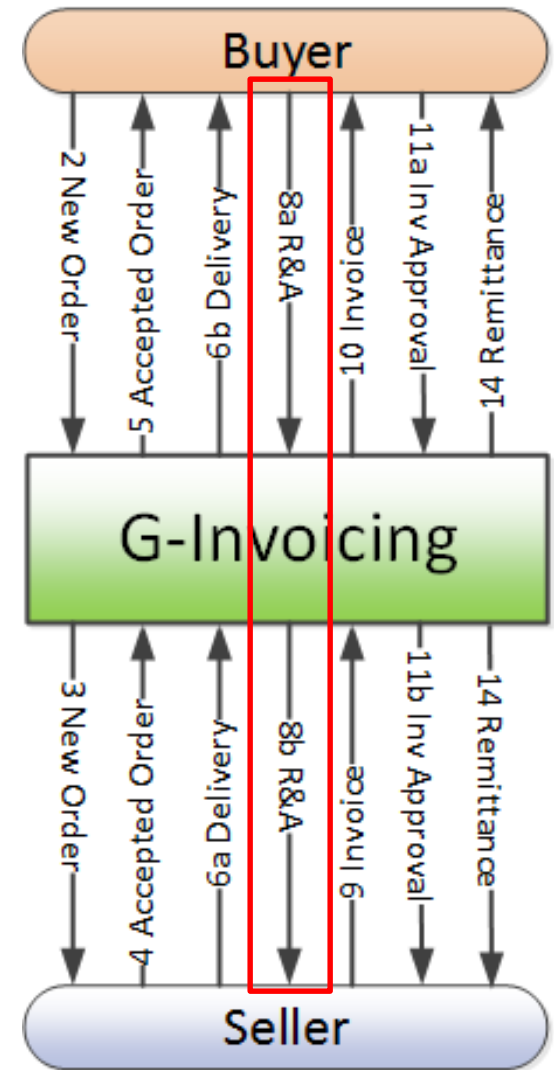
Sharing Performance Information

- Immediate objective is for the trading partners to share data in support of their accounting entries

- Focus on reporting delivery, receipt and acceptance events which trigger your agency's accounting entries

- No additional reviews or approvals before payment
    - Only the Invoice must be approved before IPAC

- Use this information to help reconcile to your trading partners' entries

- Treasury will have new data to guide future decisions on systems and policies

- Details will be worked out in coming months with input from agencies, vendors and the ITWG

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Survey Questions for Today

1. Which standard(s) do you follow for Units of Measurement? (e.g., ISO, ANSI)

2. Should we add a Ship To Agency Title to the Order data standards, and may we drop one of the three Ship To Address fields?

3. Should we add Prepared By Title and Mailing Address to the point of contact information collected for Orders?

4. Should we rename Payment Term Days to be Invoice Approval Days?

5. Do you think that an exchange of performance data for Delivery, Receipt and Acceptance data will help reconcile IGT Buy/Sell activities to your partner's?

6. What obstacles are there to sending performance of Delivery data to G-Invoicing?

7. What obstacles are there to sending performance of Receipt & Acceptance data to G-Invoicing?

8. Do you have anything else to tell us about Performance transactions?

9. Did you attend the August 29th "G-Invoicing Overview" call, or see the presentation at the 2017 FMC Conference? If so, was this worthwhile to bringing your agency up to speed on the G-Invoicing initiative?

10. Are there other drop-in sessions or other deeper-dive outreach venues you would like the G-Invoicing team to offer in the future?

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