



Bureau of the
Fiscal Service

Proof of Debt Initiative

Cross Servicing

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May 22, 2026

Proof of Debt (POD)

The Proof of Debt (POD) initiative is the Bureau of the Fiscal Service (BFS) goal to encourage compliance with the requirement that agencies provide POD at the time the debt is transferred to Governmentwide Solutions (GWS) Cross-Servicing program for collection.

Mandate for POD:

TFM Part 3, Chapter 5000, Section 5030.40b

In addition, at the time of transfer or as soon thereafter as practicable, the creditor agency must provide Fiscal Service with accurate, appropriate information, in the manner that Fiscal Service directs, to facilitate the performance of Fiscal Service's debt collection operations and to support the validity of the debt.

POD Examples:

- Copies of signed promissory notes
- Copies of citations and/or notifications of fines or penalties
- Copies of initial demand letters establishing debts
- Copies of due-process notices
- Any other supporting documentation, as appropriate or requested by Fiscal Service.

POD Benefits:

1. Easier to collect a debt with supporting documentation
2. Possible reduction in wait time for expecting payments
3. Provides a positive Agency Scorecard for POD
4. Provides better Customer Service to customers

FORMS

POD will be securely housed in Fiscal Service Operational Records Management System (FORMS). FORMS is a cloud-based records management platform that will help GWS increase efficiency of core services.

FORMS Benefits:

- Improving operational processing
- Improved business process automations
- Increasing GWS control over records management processes and record lifecycles

POD Transfer Options:

Secure File Transfer Protocol (SFTP) – This is a way to use secure shell's native protocols to transfer files. There would need to be setup and connection information shared on both sides, but the cost of this option should be minimal compared to C:D.

IBM's Connect:Direct (C:D) – This is an application that transfers files from the agency's computers to our mainframe. It is optimized for high-volume delivery of files and transfers the files faster than any of the other options. There is a cost associated with this option, as both the sending and receiving party must have the software installed.

POD Transfer Options continued:

Hypertext Transfer Protocol Secure (HTTPS) – This is a manual way for agencies to send files securely using a web browser. This method is the least expensive option and requires very little setup and overhead for the agencies. This is also the slowest option, depending on the size of the file and network latency. There may be instances where the browser times out before the transfer is complete, thus requiring someone to manually resend the transfer. This option is usually best for agencies that have very small files and very few debts in our system and limited to no IT staff.

BFS can provide:

The following File Formats can be provided:

- Agency Overview of the DMS File Transfer Process
- Debt Record Sample Layout
- POD File Format (POD file referrals)
- Sample XML file – questions/answers document
- Please contact your Agency Liaison if interested in this POD initiative

Questions:

Thanks for attending!

Do you have any questions?