Intragovernmental Transactions Working Group (ITWG)

February 12, 2019

Today's Agenda

- Tentative ITWG Schedule (Alex Abshire)
- Survey Results (Alex)
- IGT Program News (Chris Beck)
- Performance Updates (Wes Vincent)
- Constructive Receipts (Wes)
- Administrative Changes to Orders (Wes)
- Remittance Advice (Wes) … if time allows
- Survey Questions (Alex)

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Tentative ITWG Schedule

✓ October 23 – Performance/Settlement

✓ December 11 – Performance Rules / Program Guide

❑ February 12 – More on Performance, changes to Orders

Planned Dates: March 12, April 9, May 14, June 11 …

Future Topics:

- Remittance Advice

- System of Record

- Sensitive Agency Data

2-3 pm ET

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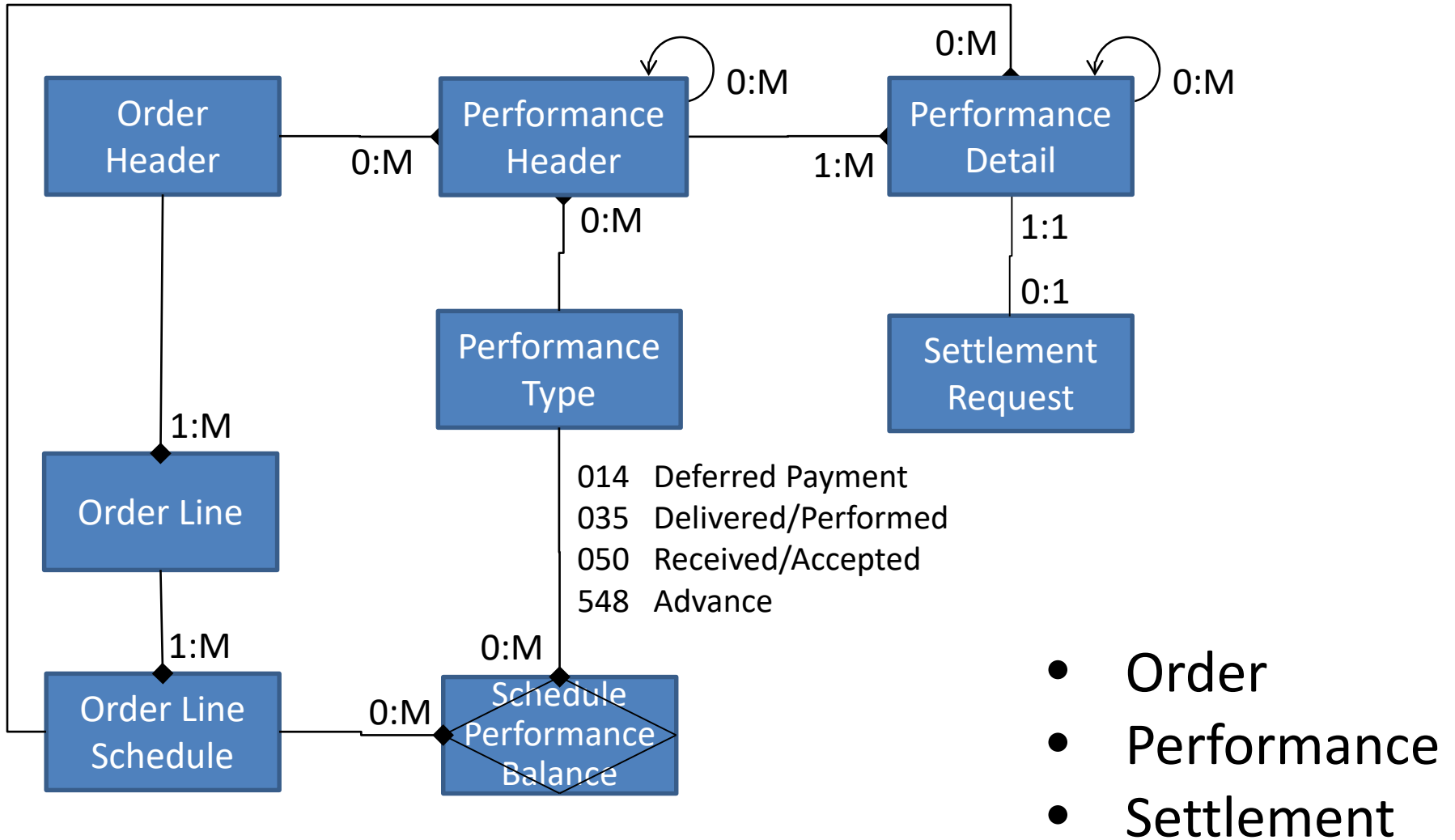U.S. DEPARTMENT OF THE TREASURY

Survey Results

- Program Guide was well received
  - Agencies would like more time to review and possibly be represented during another ITWG meeting

- Suggestion that Performance always be reported by Seller
  - Not all agencies agree with Seller-only performance
  - Agencies can negotiate FOB Point = Source with their partners, which removes Buyer side reporting requirements (and controls)

- Recurring advances are needed

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We're Back!

- Shutdown impact
  - Performance specs will be finalized in February not January
    - Reviews ongoing
    - Some of the new rules are on later slides
  - Orders release (2.2) March 4, 2019
  - Release (2.3) is on track to release in August 2019
  - G-Invoicing Agency Implementation Plans- We are considering options of moving the due date due to government shutdown
  - G-Invoicing Agency Implementation Webinar 2/14 at 2 PM, you can register at: https://www.fiscal.treasury.gov/training/g-invoicing-agency-implementation-plan-template-webinar.html

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Entity Relationship Diagram

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Updated Performance FIDS (Header)

Proposed Data Elements					XML Schema Data Element Mapping			
Data Element Name	Data Element Description	Validation Rules (for new records)	Level		Schema Element Field Name	Data Type	Length Max	Schema Element Content Restriction
Performance Number	Identifying number for a Performance transaction, assigned by G-Invoicing at the time the transaction is recorded in GINV.	System generated in same format as GT&C and Order (e.g., P1807-123-234-000034)	Header		PerformanceNumber	Text	20	Pyymm-req-svc-seqnum
Reference Performance Number	Links a new Performance Transaction to an existing one.	- Conditional for requesting agency. - Must reference the servicing agency's Performance Number. - Ignore if supplied by servicing agency.	Header		ReferencePerformanceNumber	Text	20	Pyymm-req-svc-seqnum
Order Number	Identifying number for Purchase Order assigned by G-Invoicing at the time of Order creation by the Buyer.	Required … must reference an IGT Order in open status	Header		OrderNumber	Text	20	Min Occurs 1
Agency Perfromance Identifier	A control number assigned by the agency submitting the performance transaction.	Optional (if meaningful to Agency) … no validation	Header		AgencyTransactionIdentifier	Text	50	
Performance Date	The date on which the performance originated.	Optional (for Push) … derive from Current Date if not supplied. Must fall within the Performance Period on the Order.	Header		PerformanceDate	Date + Time		yyyy-mm-ddThh:mm:ss.SSS+|-00:00
Transaction Date	The date and time the performance transaction was received by G-Invoicing.	Ignore (for Push) … system generated	Header		TransactionDate	Date + Time		yyyy-mm-ddThh:mm:ss.SSS+|-00:00
Accounting Period	The fiscal period that the transaction is reflected in the General Ledger, if applicable.	Optional, must comply with format … e.g., July 2018 is 201810.	Header		AccountingPeriod	Numeric	6	YYYYMM … not enforced by schema
Comments	Additional information, particularly for adjustments.	Optional … no validation	Header		Comments	Text	1000	
Prepared By Name	The full name of the user submitting the performance transaction	Required in XML. Derive from Identity Manager in UI.	Header		PreparedByFullName	Text	60	
Prepared By Phone	The phone number of the user submitting the performance transaction	Required in XML. Derive from Identity Manager in UI.	Header		PreparedByPhoneNumber	Text	60	
Prepared By E-Mail	The e-mail address of the user submitting the performance transaction	Required in XML. Derive from Identity Manager in UI.	Header		PreparedByEmailAddressText	Text	60	

Performance Type	Identifies the nature of the performance in the reported transaction	Required …
		- Check value of Buy/Sell Indicator:
		  - If 'R' (requesting), Perf Type must be 050 (Received/Accepted).
		  - If 'S' (servicing), Perf Type must be 014, 035 or 548.
		- Check value of Advance Payment Indicator on Order Schedule :
		  - If 'T' (true), Perf Type 014 is not allowed.
		  - If 'F' (false), Perf Type 548 is not allowed.
			Header		PerformanceType	Text	3	Min Occurs 1
								014 - Deferred Payment
								035 - Delivered/Performed
								050 - Received/Accepted
								548 - Advance
								(not enumerated in schema)

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Proposed Performance FIDS (Attachment)

Proposed Data Elements				XML Schema Data Element Mapping			
Data Element Name	Data Element Description	Validation Rules (for new records)	Level	Schema Element Field Name	Data Type	Length Max	Schema Element Content Restriction
Buyer/Seller Indicator	Designates whether the Performance transaction or Attachment originated from the Requesting or Servicing agency.	Required. Must be 'R' or 'S'. User must be assigned appropriate role. Note: Buyer/Seller Indicator is used in both the Performance schema and the Attachment schema, in case system user possesses both roles.	Header, Attach-ment	BuySellIndicator	Text	1	Min Occurs 1 Enumerated: R - Requesting S - Servicing
Attachment File Name	The actual name of the attachment file.	Conditional … Required for Attachment submission	Attach-ment	FileName	Text	132	
Attachment File Alias	Nickname to identify file.	Optional	Attach-ment	FileNameAlias	Text	132	
Attachment Updated By	The user name or partner (Buyer or Seller) that uploaded the attachment.	Optional (for Push Attachment) … derive from from Identity Manager if not supplied	Attach-ment	FullName	Text	100	
Attachment Date/TIme	The time and date the file was uploaded into G-Invoicing.	Ignore (for Push Attachment) … system generated	Attach-ment	UploadDateTime	Date + Time		yyyy-mm-ddDThh: mm:ss.SSS+|-00:00
Attachment Identifier	The identifier that links a transaction to a file attachment.	Ignore (for Push Attachment) … system generated	Attach-ment	AttachmentID	Numeric	30	
Attachment File Size	The size of the attachment as measured in kilobytes.	Ignore (for Push Attachment) … system generated	Attach-ment	FileSize	Numeric	8	
Attachment URL	The Uniform Resource Locator (i.e., document address) to be used to retrieve (aka, Pull) the attachment from G-Invoicing.	Ignore (for Push Attachment) … system generated	Attach-ment	URL	Text	4000	

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Updated Performance FIDS (Detail)

Proposed Data Elements				XML Schema Data Element Mapping			
Data Element Name	Data Element Description	Validation Rules (for new records)	Level	Schema Element Field Name	Data Type	Length Max	Schema Element Content Restriction
Performance Detail Number	Uniquely identifies a specific detail record within the performance transaction. (Agency supplied).	Required for 1-to-Many details … must be unique	Detail	PerformanceDetail Number	Numeric	6	Min Occurs 1
Reference Detail Number	Links a new Performance Detail to an existing one.	- Conditionally required for requesting agency. - Must reference servicing agency's Performance Detail Number. - Ignore if supplied by servicing agency.	Detail	ReferenceDetailNu mber	Numeric	6	
Order Line Number	Identifier of a specific Line Item within the Order.	Required for API … must reference IGT Order Line item. Derived for UI.	Detail	LineNumber	Numeric	5	Min Occurs 1
Schedule Number	Identifier of a specific Schedule within the Line Item, containing the detailed financial and shipping information.	Required for API … must reference IGT Line item Schedule. Derived for UI.	Detail	OrderScheduleNum ber	Numeric	5	Min Occurs 1
Final Performance Indicator	Signal from one partner to another that no more performance (of this type) is expected against the Order Schedule.	Optional (F/P) … 'null' if not supplied	Detail	FinalIndicator	Text	1	Enumerated: F - Final Performance P - Partial Performance
Quantity	The number of units pertaining to the type of performance being reported.	- Required … zero and negative numbers accepted. - Total performed QTY for the Type cannot exceed QTY on Schedule. - Total performed QTY for the Type must be no less than zero. - When Advance Payment Indicator is True, the net amount of Delivered/Performed may not exceed the net amount of Advance. - Total Received/Accepted QTY submitted by the Requesting Agency cannot exceed the referenced Delivered/Performed quantity submitted by the Servicing Agency. - Zero qty not allowed for Performance reported by Servicing Agency.	Detail	Quantity	Numeric	12,2	Min Occurs 1 (Can be negative)
Unit Of Measure	Units in which a quantity is being expressed.	Ignore (for Push) … already known from Order	Detail	UnitOfMeasure	Text	3	
Unit of Measure Description	The description of the Unit of Measure code.	Ignore (for Push) … look up from UOM Reference Data	Detail	UnitOfMeasureDes cription	Text	240	
Price	The cost of each unit on an Order Schedule	Ignore (for Push) … already known from Order	Detail	UnitPriceAmount	Numeric	23,5	
Performance Type Quantity Balance	Remaining quantity balance pertaining to the Scheduled quantity for the particular Performance Type.	Ignore (for Push). Pull Performance will supply quantity balance by Type by Schedule, as of when the transaction was recorded.	Detail	QuantityBalance	Numeric	12,2	

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Performance Rules

- Performance must reference open Order and active Lines/Schedules
- Performance Date must fall within the performance period of the Order
- Performance submitted by requesting agency must reference Delivered/Performed submitted by servicing agency
- The requesting agency cannot respond to a negative (aka, adjustment) Delivered/Performed submitted by servicing agency
- Net amount (by Type) reported against a Schedule cannot exceed Order Schedule Amount, thus preventing balances from falling below 0
- Net amount (by Type) reported against a Schedule may not fall below zero, thus preventing balances from rising above Order Schedule Amt.
- When Advance Payment Indicator is True, Deferred Payment not allowed
- When Advance Payment Indicator is True, the net amount of Delivered/Performed may not exceed the net amount of Advance
- When Advance Payment Indicator is False, performance type Advance is not allowed

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Constructive Receipt Days

- Under the following conditions the G-Invoicing system will generate a *Constructive Receipt* to guarantee timely reimbursement for goods **delivered** or services **performed** by the Servicing Agency:
  - FOB Point is Destination (or Other) for the Order
  - The requesting agency has not submitted Received/Accepted performance
  - The number of Constructive Receipt Days for the Order have elapsed since the Performance Date <u>and</u> the Transaction Date

Note: The constructive receipt will be generated the morning after the Constructive Receipt Days period elapses

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Performance – FOB Source

- Delivered/Performed is required in every case (by Seller)
- Advance followed by Delivered/Performed for Liquidation
- Deferred Payment is followed by Delivered/Performed (to Collect on Work in Progress)

<table>
<tr><td rowspan="2">Scenario</td><td colspan="3">Performance Transactions</td></tr>
<tr><td>Step 1</td><td>Step 2</td><td>Step 3</td></tr>
<tr><td rowspan="10">FOB Source</td></tr>
</table>

Scenario		Performance Transactions		
		Step 1	Step 2	Step 3
FOB Source	Advance	~~Buyer or~~ Seller Advance	Seller Delivered/Performed	(Optional) Buyer Received/Accepted
	Collect (pull)	Seller Delivered/Performed	(Optional) Buyer Received/Accepted	
	Deferred Billing	Seller Deferred Payment	Seller Delivered/Performed	(Optional) Buyer Received/Accepted
	Adjustment Non-Advance	Seller (-) Delivered/Performed		
	Adjustment Advance	~~Buyer or~~ Seller (-) Advance		

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Performance – FOB Destination

- Delivered/Performed by Seller is followed by Received/Accepted by Buyer
  - Constructive Receipt enforced by G-Invoicing after 'n' days

Scenario		Performance Transactions		
		Step 1	Step 2	Step 3
FOB Destination	Advance	~~Buyer or~~ Seller Advance	Seller Delivered/Performed	Buyer Received/Accepted
	Pay (push)	Seller Delivered/Performed	Buyer Received/Accepted	
	Deferred Billing	Seller Deferred Payment	Seller Delivered/Performed	Buyer Received/Accepted
	Adjustment Non-Advance	Buyer (-) Received/Accepted		
	Adjustment Advance	~~Buyer or~~ Seller (-) Advance		

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New Rules for Orders

- Modification of Orders will be limited to protect reported Performance
  - Order Line cannot be cancelled if there is any performance against it
  - Order Schedule cannot be cancelled if there is any performance against it
  - Order Schedule Quantity cannot be lowered such that the remaining balance for any Performance Type drops below zero

- Orders cannot be closed when out of balance
  - Advance amount must equal the amount Delivered/Performed
  - Deferred Payment amount must equal the amount Delivered/Performed
  - Amount Delivered/Performed must equal the amount Received/Accepted, if FOB Point is 'Destination'
  - Amount Delivered/Performed must equal the amount Received/Accepted, if the amount Received/Accepted is provided
    Note: Received/Accepted is not required when FOB Point is 'Source'

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Administrative Changes to Orders

- Allow limited changes to open Orders
- Bypass official modification and approval steps
- Can be initiated by either trading partner
- Partner can only change their own Administrative data

Not Allowed	Allow	Examples
Order Header	Points of Contact	Authority Fund Type Code
Partner Info	Std Line of Accounting	Authority Fund Type Title
Billing Info	Authority Fund/Citation	Authority Fund Type Citation
Funding Info		Program Authority Title
Order Line		Program Authority Citation
Order Schedule		
Shipping Info	Still Evaluating	
Preparer	Advance Methodology	Acceptance Point (S/D)
Funding Official	Delivery Information	Place of Acceptance
Program Official		Place of Inspection

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What's Next?

- **Remittance Advice**
  - Settlement reporting will be provided once G-Invoicing begins initiating settlement requests
  - G-Invoicing will mark Performance as "paid" and store keys to IPAC (e.g., Transaction ID, DO Symbol, Doc Ref Num)
  - Not all data included in IPAC's "CSV/TSV file" will be saved in G-Invoicing
    - For example: no Submitter ALC, no Contact Name/eMail/Phone, no UOI, no SGL
  - Remittance data will be made available in two forms
    - Pull API will provide XML
    - Data extracts will produce CSV
  - Remittance FIDS will be drafted during the first half of calendar 2019
    - ITWG will be involved in establishing requirements

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Survey Questions for Today

1. Please provide your agency name and (ideally) your contact info so we can address your concerns.

2. What (if any) deficiencies do you see on the Performance FIDS?

3. Do you agree with Performance Rules? If not, why not?

4. Would you be interested in participating in a webinar to go over the rule governing Performance?

5. Do you agree with Constructive Receipt rules? If not, why not?

6. Does you agency have any business scenarios that do not appear to be covered on slides 12 and 13? Please describe.

7. Do you agree that limited changes to Administrative Data should be allowed without modification and re-approval of the Order?

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