SAM
Shared Accounting Module

CARS Workshop
Shared Accounting Module (SAM) Overview

- What is SAM’s role in CARS reporting?
- How will my agency and/or ALC use SAM?
- How often will we need to access SAM?
- What additional benefits does SAM offer?
How SAM Works

- SAM validates/translations a TAS/BETC on transactions and allows them to post in CARS.
  - IPAC & Payments – TAS/BETC validated when transaction is entered.
  - Collections, RITS & TRACS – SAM uses a cash flow profile to translate a C-Key into a TAS/BETC.

- ALCs must complete the SAM set up process prior to onboarding as a new CARS reporter.
CARS Transaction Life Cycle

Collections
IPAC
Payments

CARS

SAM

CARS Account Statement

Shared Accounting Module
C-Key Translation

- C-Key (unique data field) is transmitted for each collection channel.
- C-Key value differs by collection channel.
- C-Keys are listed on cash flow profile and tie to a TAS/BETC.
- ALCs maintain a cash flow profile in SAM for each collection channel used.
- SAM team works with ALCs to create cash flow profiles and upload them in SAM.
- Periodic updates may be required for cash flow profiles.
**Example Cash Flow Profile**

<table>
<thead>
<tr>
<th>CashFlow</th>
<th>Name</th>
<th>Description</th>
<th>System Type</th>
<th>Access Group Path</th>
<th>ALCs</th>
<th>Mechanisms</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FPA 85800001 OTCNET Cash Flow</td>
<td>Federal Program Agency 85800001</td>
<td>Collection</td>
<td>Federal Program Agency</td>
<td>85800001</td>
<td>OTCNET</td>
</tr>
<tr>
<td>CKey Name</td>
<td>Name</td>
<td>Description</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Agency Accounting Code</td>
<td>Agency Accounting Code</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**C-Key Value**

<table>
<thead>
<tr>
<th>Ckey Value</th>
<th>Description</th>
<th>Distribution Rule</th>
<th>SP</th>
<th>ATA</th>
<th>AID</th>
<th>BPOA</th>
<th>EPOA</th>
<th>A</th>
<th>MAIN</th>
<th>SUB</th>
<th>BETC</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>85120100</td>
<td>Salaries &amp; Exp 2012</td>
<td>Credit</td>
<td>858</td>
<td>2012</td>
<td>2012</td>
<td>000</td>
<td>0100</td>
<td>000</td>
<td></td>
<td></td>
<td>COLL</td>
<td>100</td>
</tr>
<tr>
<td>8512/130100</td>
<td>Salaries &amp; Exp 2012-2013</td>
<td>Credit</td>
<td>858</td>
<td>2012</td>
<td>2012</td>
<td>000</td>
<td>0100</td>
<td>000</td>
<td></td>
<td></td>
<td>COLLAJ</td>
<td>100</td>
</tr>
<tr>
<td>853220</td>
<td>General Fund</td>
<td>Credit</td>
<td>858</td>
<td>2012</td>
<td>2013</td>
<td>000</td>
<td>0100</td>
<td>000</td>
<td></td>
<td></td>
<td>COLUVRCT</td>
<td>100</td>
</tr>
<tr>
<td>85F3875</td>
<td>Suspense</td>
<td>Credit</td>
<td>858</td>
<td>F</td>
<td>3875</td>
<td>000</td>
<td>000</td>
<td>09</td>
<td></td>
<td></td>
<td>COLLBCA</td>
<td>100</td>
</tr>
<tr>
<td>MISC</td>
<td>Misc Collection</td>
<td>Credit</td>
<td>858</td>
<td>X</td>
<td>7777</td>
<td>009</td>
<td>009</td>
<td>009</td>
<td></td>
<td></td>
<td>COLLAJ</td>
<td>100</td>
</tr>
</tbody>
</table>

**SAM translates the C-Key value into component TAS/BETC.**

**C-Keys point to a TAS/BETC**
# C-Key Examples

<table>
<thead>
<tr>
<th>Mechanism</th>
<th>C-Key Name</th>
<th>C-Key Value*</th>
</tr>
</thead>
<tbody>
<tr>
<td>OTCNet</td>
<td>Agency Accounting Code</td>
<td>TAS/Accounting Code</td>
</tr>
<tr>
<td>PAYGOV</td>
<td>PAYGOV ALC+2</td>
<td>99999999 + 00</td>
</tr>
<tr>
<td>Credit Card</td>
<td>Merchant ID</td>
<td>4445000123456</td>
</tr>
<tr>
<td>ECP</td>
<td>ECP ALC+2</td>
<td>99999999 + 00</td>
</tr>
<tr>
<td>Fedwire</td>
<td>CGFEDWIRE</td>
<td>8 + 999999999 + 000</td>
</tr>
<tr>
<td>ACH REX</td>
<td>CGACH</td>
<td>8 + 999999999 + 000</td>
</tr>
<tr>
<td>TRACS</td>
<td>ALC Number</td>
<td>999999999</td>
</tr>
<tr>
<td>RITS</td>
<td>Payroll Office Number</td>
<td>888888888</td>
</tr>
</tbody>
</table>

*C-Key values shown above include (+) only to illustrate individual components.
SAM Set Up – Preparing To Transition

- CARS CRM Team confirms ALC is ready to transition

- SAM Team hosts meeting with ALC to:
  - Establish SAM Access Group Structure
  - Identify Key User Roles
  - Enter SAM Default Rules (All system types)
  - Complete Cash Flow Profiles (Collections, RITS and/or TRACS)

Note: If an ALC has previously completed a SAM set up, some steps may be eliminated.
SAM Set Up – Establish Access Group

PLSA Authorization Form

- PLSA form establishes account in SAM and identifies the Primary Local Security Administrator (top tier user).
- Form submitted by ALC (processed by Treasury Support Center)
- Form must have an approval signature.
- Discussed during SAM set up call with ALC.
- PLSA provisions additional SAM users for the access group.
SAM Set Up – Upload Cash Flow Profiles

- Cash Flow Profiles provide map between C-Keys and TAS/BETCs.
- SAM Team helps identify all applicable C-Keys.
- SAM Team creates initial CFP(s); approved by ALC.
- Cash Flow Administrator (CFA) uploads CFPs in SAM.
- CFPs can be updated at any time by Cash Flow Administrator.
- If an ALC adds an additional collection channel a new CFP is required.
SAM Set Up – Entering Default Rules

- Cash Flow Administrator (CFA) enters default rules in SAM during set up.
- Default accounts are specified by Treasury.
- Used by SAM to post transactions where C-key cannot be translated and/or TAS/BETC cannot be validated.
- Account for Intragovernmental is F3502 and Collections/Payments is F3500.
- Transactions post to a default account (regardless of system type) must be reclassified in CARS.
SAM Set Up Complete!

- SAM notifies CARS team that SAM set up is complete.
- CARS CRM coordinates remaining transition process.
- SAM works with ALC if CFPs require update(s).
SAM Tools & Resources:

SAM Public Website

Enterprise Reference Data Options

SAM Electronic Training

SAM Agency Location Code Report
SAM Public Website Features

- Go to source for open and available TAS/BETCs for all federal program agencies
- Includes component TAS-BETC and string TAS
- Variety of file formats to choose from.
- Username and password are not required.
- Updated daily (available 6 a.m. EDT).
SAM Public Website

https://www.sam.fms.treas.gov/sampublic/

Select Treasury Accounts

Welcome to the Financial Management Service’s Reference Data web site. This site provides a list of values for Treasury Account Symbols (TAS) and Business Event Type Codes (BETC), part of FMS Accounting Data Standards (FADS). Agency Location Codes (ALC) are also FADS, and can be found at the Shared Accounting Module (SAM). A user ID is necessary to access ALC information.

TAS components are eight meaningful pieces of business data, which combine to identify an account of the US Treasury. These components are joined with a Business Event Type Code (BETC) to report Federal government financial transactions.

Per Commissioner David Lebray’s January 14, 2011 letter to the CFO community [http://www.fms.treas.gov/ccmm/final-CFO-letter-01-14-11.pdf], FMS will use and collect the Component TAS and business event type code (BETC) from all internal and external systems as of October 1, 2014. For more information on transitioning to the Component TAS, refer to http://fms.treas.gov/cars/factsheet_tas.html.

What’s New?

A new Business Transaction Type has been introduced. Non Treasury Disbursing Office (NTDO) Payment files are now available for download.

All files in XML format will follow FMS Treasury Account Symbol Records Message v3.0 Schema. The schema may be obtained at http://fms.treas.gov/data/index.html. Select Current FMS XML Release to download the current suite of schemas. The Treasury Account Symbol schema is located in the TAS folder. If you have any questions, please contact sam.testing@stls.frb.org.

Available Reference Files

This website also provides reference data download files in multiple formats, as well as mappings from the current TAS formats to the new Component TAS format.
**SAM Public Website**

https://www.sam.fms.treas.gov/sampublic/tasbetc.htm/

Multiple File Formats Available

<table>
<thead>
<tr>
<th>Data Type</th>
<th>XML</th>
<th>CSV ZIP</th>
<th>CSV ZIP</th>
<th>CSV ZIP</th>
<th>Excel CSV ZIP</th>
<th>Excel CSV ZIP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intergovernmental</td>
<td>1 MB</td>
<td>42 KB</td>
<td>216 KB</td>
<td>1 MB</td>
<td>800 KB</td>
<td>18 MB</td>
</tr>
<tr>
<td>Collection</td>
<td>3 MB</td>
<td>43 KB</td>
<td>740 KB</td>
<td>16 MB</td>
<td>750 KB</td>
<td>17 MB</td>
</tr>
<tr>
<td>Payment</td>
<td>640 KB</td>
<td>22 MB</td>
<td>440 KB</td>
<td>7 MB</td>
<td>450 KB</td>
<td>8 MB</td>
</tr>
<tr>
<td>NTDO Payment</td>
<td>1 MB</td>
<td>49 MB</td>
<td>700 KB</td>
<td>10 MB</td>
<td>730 KB</td>
<td>19 MB</td>
</tr>
<tr>
<td>Authority Transaction</td>
<td>2 MB</td>
<td>168 MB</td>
<td>1 MB</td>
<td>55 MB</td>
<td>2 MB</td>
<td>60 MB</td>
</tr>
<tr>
<td>Total Files</td>
<td>2 MB</td>
<td>140 MB</td>
<td>1 MB</td>
<td>70 MB</td>
<td>7 MB</td>
<td>75 MB</td>
</tr>
</tbody>
</table>

These files contain all data elements and attributes necessary to map between the STAR TAS, GWA TAS, and new Component TAS.
# SAM TAS-BETC Listing

## Component TAS

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
<th>F</th>
<th>G</th>
<th>H</th>
<th>I</th>
<th>J</th>
<th>K</th>
<th>L</th>
<th>M</th>
<th>N</th>
<th>O</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Outbound Time Stamp 2012-11-24T02:00:00-05:00</td>
<td>Inbound Last Received Time Stamp 2012-11-23T21:02:49-05:00</td>
<td>Inbound Last Changed Time Stamp 2012-11-23T21:02:49-05:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>SP</td>
<td>ATA</td>
<td>AID</td>
<td>BPOA</td>
<td>EPOA</td>
<td>A</td>
<td>MAIN</td>
<td>SUB</td>
<td>Admin Bu</td>
<td>GWA TAS</td>
<td>GWA TAS Name</td>
<td>Agency N</td>
<td>BETC</td>
<td>BETC Name</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>22993</td>
<td>020</td>
<td>X</td>
<td>0101</td>
<td>000</td>
<td>01</td>
<td>20X0101</td>
<td>SALARIES AND EX DEPARTM</td>
<td>COLLAJ</td>
<td>Adjustme 1987-10-0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22994</td>
<td>020</td>
<td>X</td>
<td>0101</td>
<td>000</td>
<td>01</td>
<td>20X0101</td>
<td>SALARIES AND EX DEPARTM</td>
<td>DISB</td>
<td>Gross Dist 1987-10-0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22995</td>
<td>020</td>
<td>X</td>
<td>0101</td>
<td>000</td>
<td>01</td>
<td>20X0101</td>
<td>SALARIES AND EX DEPARTM</td>
<td>DISBAJ</td>
<td>Adjustme 1987-10-0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22996</td>
<td>020</td>
<td>2007</td>
<td>2008</td>
<td>0101</td>
<td>000</td>
<td>01</td>
<td>2007/0801</td>
<td>SALARIES AND EX DEPARTM</td>
<td>COLL</td>
<td>Offsetting 2006-10-0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22997</td>
<td>020</td>
<td>2007</td>
<td>2008</td>
<td>0101</td>
<td>000</td>
<td>01</td>
<td>2007/0801</td>
<td>SALARIES AND EX DEPARTM</td>
<td>COLJ</td>
<td>Adjustme 2006-10-0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22998</td>
<td>020</td>
<td>2007</td>
<td>2008</td>
<td>0101</td>
<td>000</td>
<td>01</td>
<td>2007/0801</td>
<td>SALARIES AND EX DEPARTM</td>
<td>DISB</td>
<td>Gross Dist 2006-10-0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22999</td>
<td>020</td>
<td>2007</td>
<td>2008</td>
<td>0101</td>
<td>000</td>
<td>01</td>
<td>2007/0801</td>
<td>SALARIES AND EX DEPARTM</td>
<td>DISBAJ</td>
<td>Adjustme 2006-10-0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>23000</td>
<td>020</td>
<td>2008</td>
<td>2008</td>
<td>0101</td>
<td>000</td>
<td>01</td>
<td>20080101</td>
<td>SALARIES AND EX DEPARTM</td>
<td>COLL</td>
<td>Offsetting 2007-10-0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>23001</td>
<td>020</td>
<td>2008</td>
<td>2008</td>
<td>0101</td>
<td>000</td>
<td>01</td>
<td>20080101</td>
<td>SALARIES AND EX DEPARTM</td>
<td>COLAJ</td>
<td>Adjustme 2007-10-0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>23002</td>
<td>020</td>
<td>2008</td>
<td>2008</td>
<td>0101</td>
<td>000</td>
<td>01</td>
<td>20080101</td>
<td>SALARIES AND EX DEPARTM</td>
<td>DISB</td>
<td>Gross Dist 2007-10-0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>23003</td>
<td>020</td>
<td>2008</td>
<td>2008</td>
<td>0101</td>
<td>000</td>
<td>01</td>
<td>20080101</td>
<td>SALARIES AND EX DEPARTM</td>
<td>DISBAJ</td>
<td>Adjustme 2007-10-0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>23004</td>
<td>020</td>
<td>2008</td>
<td>2008</td>
<td>0101</td>
<td>000</td>
<td>01</td>
<td>20080101</td>
<td>SALARIES AND EX DEPARTM</td>
<td>DISBCA</td>
<td>Payments 2007-10-0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>23005</td>
<td>020</td>
<td>2008</td>
<td>2008</td>
<td>0101</td>
<td>000</td>
<td>01</td>
<td>20080101</td>
<td>SALARIES AND EX DEPARTM</td>
<td>DISBCAJ</td>
<td>Adjustme 2007-10-0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## String TAS

## BETC

---

**SAM Public Website TAS/BETC Files Are Updated Daily**

---

17
SAM Enterprise Reference Data

- SAM Enterprise Reference Data consists of Agency Location Code and TAS/BETC data.

- Upon request SAM can provide ERD information to business partners on a daily, weekly or monthly basis.

- Data is available via web service (preferred method), email, drop file or message.

- For more information, please download the Trading Partner Integration Guide at [http://fms.treas.gov/sam/ent_ref_data.html](http://fms.treas.gov/sam/ent_ref_data.html)
Electronic Training

- SAM offers electronic training modules to help assist users with navigating the system

- Step-by-step video tutorials based on the user role and application functionality
SAM Agency Location Code Report

- Lists all active agency location codes, along with contact information, bureau code, ALC type, etc.
- Available in PDF or Excel format.
- Any FPA user can gain access.
- User form available on SAM website.
- Contact SAM team for details.
SAM vs. SAM.gov
Two very different applications

**SAM**

- Application Owner: Treasury Fiscal Services
- Launched: 2006
- Purpose/Function: Validate or derive TAS-BETCs on Central Accounting & Reporting System (CARS) transactions.
- User Community: Federal program agencies that in the process of transitioning to CARS reporting. Agencies must be granted access to SAM.
- Help/Contact Info: Toll Free (877) 255-9033 Email: [sam_tsc@stls.frb.org](mailto:sam_tsc@stls.frb.org)

**SAM.gov**

- URL: [sam.gov](http://sam.gov)
- Application Owner: GSA
- Launched: 2012
- Purpose/Function: A federal government owned and operated free website consolidating capabilities of CCR/FedReg, ORCA & EPLS.
- User Community: Vendors wishing to do business with the federal government.
- Help Line: 866-606-8220
Thank you for your participation!

**SAM Contact Information**

SAM Team Email: [sam.conversion@stls.frb.org](mailto:sam.conversion@stls.frb.org)

Becky Baumhoegger  (314) 444.8667
Harold Grice  (314) 444.4238
Beckie White  (314) 444.6248
Teresa Wright  (314) 444.4274

Websites:

SAM Public Website:  [http://sam.fms.treas.gov/sampublic/](http://sam.fms.treas.gov/sampublic/)