Intra-governmental Transactions
Working Group (ITWG)

November 9, 2021

Today's Agenda

- Tentative Future ITWG Schedule

- Program Updates

- Constructive Order Acceptance

- October Survey Results

- Progressing Towards the G-Invoicing Mandate

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Tentative ITWG Schedule

- ✓ Sept 14 – Program Updates, Release 4.3, Post-Mandate Work, Monitoring Compliance/Draft Thresholds, New IPAC Data Element & Timing, Progress towards the G-Inv Mandate, Knowledge and Training Offerings, August Survey Results

- ✓ Oct 12 – Program Updates, Post-Mandate Work, Agency Accomplishments, Progress towards the G-Inv Mandate, Knowledge and Training Offerings, Office Hours, User Recert, PIV/CAC, October Survey

- ❑ Nov 9 – Program Updates, Constructive Order Acceptance, October Survey Results, Progress towards the G-Inv Mandate, Office Hours

Planned Dates: Dec 14, Jan 11, Feb 8   *2-3:30 pm ET*

Future Topics:

- • Post-mandate enhancements

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Program Updates

- Q1 FY22 Implementation Plans are due to Treasury by December 31st
  - These submissions will be reflected on your Q1 Scorecard
  - **Reminder**: Pull templates from G-Invoicing webpage each quarter to ensure you are submitting the most up-to-date version.
    - https://www.fiscal.treasury.gov/g-invoice/training.html
  - Sept Plans & Attachment A's/B's now available on OMB Max
    - https://community.max.gov/display/CrossAgencyExternal/Bureau+of+the+Fiscal+Service+G-Invoicing

- TFM Bulletin regarding G-Invoicing Coming Soon
  - 7600EZ and Constructive Order Acceptance (COA)
  - Monitoring and Enforcement information that was presented to FMSC Working Group and FMSC Steering Committee
    - To be presented to FMSC Advisory Board in December

- Updated IPAC Bulk File Layout specifications published 9/29/21 to the IPAC webpage (https://fiscal.treasury.gov/ipac/bulk-file-format.html)
  - New data element will become available as an optional field in the UI with IPAC R22.4
    - R22.4 Production deployment targeted for December 11, 2021

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Constructive Order Acceptance (COA)

Objective:
- G-Invoicing to accommodate GSA Rent by offering COA
  - Seller to supply <u>all</u> required Order data, but buyer has opportunity to approve/reject
  - Support other business applications with a similar use case

Changes needed:
1. Partners choose Business Application (COA) on GT&C
2. New validation rules applied to Seller Facilitated Orders (SFO)
3. Build the COA feature to open Orders after 7 days

What's not changing:
- SFO process flow (aka, State Diagram)
- Requesting agency may provide all their SFO data elements
- Requesting agency given opportunity to approve Orders
- Requesting agency may dispute the charges
- Requesting agency closes all Orders

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General Terms and Conditions

- New data element: **Business Application** on GT&C
  - "BizApp" allows G-Invoicing to apply conditional logic to govern GT&Cs and Orders without having to add new data elements to the GT&C
  - Example: BizApp = 'Constructive Order Acceptance'
    - COA Days = 7
      - This will <u>not</u> be added to the GT&C, but will be viewable there
    - Order Originating Partner Indicator (on GT&C) = Servicing and cannot be changed
    - Assisted Acquisition Indicator (on GT&C) = No and cannot be changed

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Changes to GT&C and Order

- Add Business Application (BizApp) to GT&C
  - Affects FIDS, SM&VR, UI, PDF, CSV and XML

- Validation Rules for Seller Facilitated Orders
  - FOB Point must be 'Source' for COA
  - Bona Fide Need, etc. may be supplied by seller
  - Requesting TAS may be modified by the servicing agency

- Constructive Order Acceptance
  - Seller Facilitated Orders will move to open status
    - Wait seven (7) full days after creation
    - No action if already fully approved/rejected by requesting agency
    - Requesting approver data will indicate COA done by G-Invoicing
    - System rejects Order if required data not provided
  - COA applies for new or modified Orders

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Billing for BizApp COA (GSA Rent)

- **No changes** to current Performance functionality
- For rent, GSA will submit Delivered/Performed once the Order is approved
  - Performance Quantity will equal the Schedule Quantity
  - Performance Quantity may represent summarized amount
  - GSA will post detail charges on *Rent on Web*
- Requesting agency optionally submits Received/Accepted
  - Same quantity to confirm the amount settled
  - Different quantity to dispute the amount settled
- Adjustments may occur, possibly years later
  - Orders may have to be reopened via Modification (initiated by GSA)
  - Adjustments must be charged to open Accounting Period

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Implementation Details

- The following slides document what needs to be changed in published G-Invoicing specifications in order to implement this new feature

- Implementation details are provided so that:
  – Product Owner(s) can confirm detailed business requirements
  – Development team(s) can visualize changes needed to support new features

- At this time, we cannot predict when development of this feature will begin, when it will be released into QA or Production, or in which release it will be included

- When the time comes to begin work on this feature, these details will be added to the specifications, a release will be targeted, and API specifications will be republished

- One of the implementation details described below is a move from XML to JSON payloads for APIs involving GT&Cs, Orders and Performance
  – Future (post-mandate) APIs will only support JSON payloads
    - *Note: Newer APIs (e.g., Pull Org, Remittance) are already in JSON format*

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Changes to FIDS and SM&VR

- GT&C Federal Intragovernmental Data Standards
  - Business Application   *New data element*
    - A particular product line or type of operation, typically documented on an agreement between two business partners, and used to control attributes of that agreement and/or characterize transactions occurring under that agreement.
    - BizApp; type string; max length 100 characters
    - Updated via Modification; N/A if Orders exist

- GT&C System Mapping and Validation Rules
  - Business Application allowed values:
    - Standard
      - Apply GT&C validation rules as currently published
    - Constructive Order Acceptance
      - Order Originating Partner Indicator set to Servicing and cannot be changed
      - Assisted Acquisition Indicator set to No and cannot be changed

    Note: There will be other BizApp values, but they are described in other feature specifications

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Changes to Push Order API

- Appendix D: Constructive Order Acceptance (COA)   *new Appendix*

  For specific Business Applications and under certain conditions, the G-Invoicing system will move an Order to open (REC) status to support timely billing by the servicing agency

  – Conditions upon which to constructively accept an Order:
    - COA Days (an attribute of the Business Application selected on the Order's GT&C) is numeric (0-n)
    - Order is in SP2 (shared with partner 2) or P2A (pending partner 2 approval) status
    - The full number of COA Days have elapsed since the Order was last put into SP2 status by the servicing agency
    - All required data is valid, otherwise the Order will be rejected by the System
      - Validation errors are returned in the Rejection Reason

  – COA takes place shortly after midnight

  – A constructively accepted Order will have the following characteristics:
    - Status = 'REC' (open)
    - Any missing approval date will be set to the current date
    - Any missing approver name will be set to 'System'
    - Any missing approver title will be set to 'Constructive Order Acceptance'
    - Any missing approver e-mail address will be set to 'Do not reply'
    - Any missing approver phone number will be set to 'Do not call'

      Note: There are two approvals required for each partner (i.e., program and funding officials). COA will supply the missing data for one or two Partner 2 approvers.

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Other Changes to External APIs

- API Payloads
  - New data elements supporting new (post-mandate) features:
    - will be available in JSON format
    - will <u>not</u> be added to XML schemas
  - All new (post-mandate) API versions will carry JSON payloads
  - Current (pre-mandate) API versions using XML payloads will be supported until either:
    1. all clients have migrated to new versions, or
    2. end-of-life date has been reached (following announcement and waiting period)
- Business Application (BizApp) will only be available in JSON format
  - Pull GT&C API version 3_0   *new API version*
  - For rent, this puts GSA's customers on older API version at a <u>slight</u> disadvantage
    - GSA Rent GT&Cs are still recognizable by the servicing agency, title, requesting agency tracking number (aka, occupancy agreement), etc.
    - But they won't be able to see that BizApp is 'Constructive Order Acceptance'

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Other Changes (not related to APIs)

- GT&C User Interface
  - Business Application will be added to UI under Header/Detail
  - Provide option to display attributes of a Business Application
    - For example, for Constructive Order Acceptance:
      - COA Days = 7
      - Order Originating Partner Indicator = Servicing
      - Assisted Acquisition Indicator = No

- Add new Business Application data element to:
  - Print GT&C (PDF)
  - GT&C Exports (CSV)
  - Performance Report

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October Survey Results

1. When doing business with GPO after Oct 1, 2022 – Are you willing and able to wait for EZ Process to be implemented for procurement vehicles that are low dollar/high volume? Or does your agency want to follow the standard G-Invoicing process for all work submitted to GPO? Select one of the following three responses:

   a) Our agency is interested in the EZ Process for all GPO work under $10K – GPO work will continue in the current state.

      – 35% of responders indicated this was their preference.

   b) Our agency is interested in the EZ Process for only specific programs under $10k.

      – 23% of responders indicated this was their preference.

   c) Our agency is NOT interested in the EZ Process and will be using the standard GINV process for all Orders with GPO.

      – 42% of responders indicated this was their preference.

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October Survey Results Continued

2. Which Post-Mandate feature would you like to know more information about?

   – In-Flight Orders (15 votes)

   – Low Dollar Purchases/7600-EZ (12 votes)

   – Allow Performance against an open Order while it's being modified (11 votes)

   – Allow Order Maintenance while GT&C is being modified (9 votes)

   – Validate Line Item Code using Product Service Code (8 votes)

   – Allow agencies to assign new TASes to Orders prior to Oct 1st (7 votes)

   – Budget Object Class – Required for Requesting Agency (7 votes)

   – Allow Zero Quantity Refund (6 votes)

   – Correct rounding issues (6 votes)

   – Several others with 5 votes or fewer.

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October Survey Results Continued

3. Do you have any significant concerns with the Draft Thresholds Ranges on Slide 18? If so, please explain your concerns

  – A few of the notable concerns shared with us include:

    a) Older FY activity that didn't qualify as In-Flight activity billed directly through IPAC post-mandate impacting FY24/25 metrics

    b) Handling of Revolving Funds with no BPOA

    c) Not all agency business lines will be fully compliant by the mandate and how that will impact TP's ability to meet the thresholds

    d) ERP vendor's timely/successful interface development

    e) Challenge of reconciling IFO's in FY24/25 while trying to convert them while also establishing new Orders in G-Invoicing.

4. What volume and dollar amount of Buy/Sell transactions do you expect to flow directly through IPAC in FY24 & FY25?

  – Thank you to those who provided data!

  – For those who needed more time to compile the data, please share that information with us through the IGT mailbox when able.

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Progress Towards the G-Inv Mandate

- 91% of Significant Entities have established production accounts and are actively preparing for GT&Cs
- With the Mandate just over 10 months out, all agencies should now focus on defining org hierarchy, add and train users, and work with trading partners to broker GT&Cs

Process Transactions

Establish Production Account

Pilot in QA-C

Plan, Design, and Strategize

Review Data Elements, Inventory Processes, and Data

Organize a Cross-Functional Team

Sprinting Towards the October 1st, 2022 G-Invoicing Mandate

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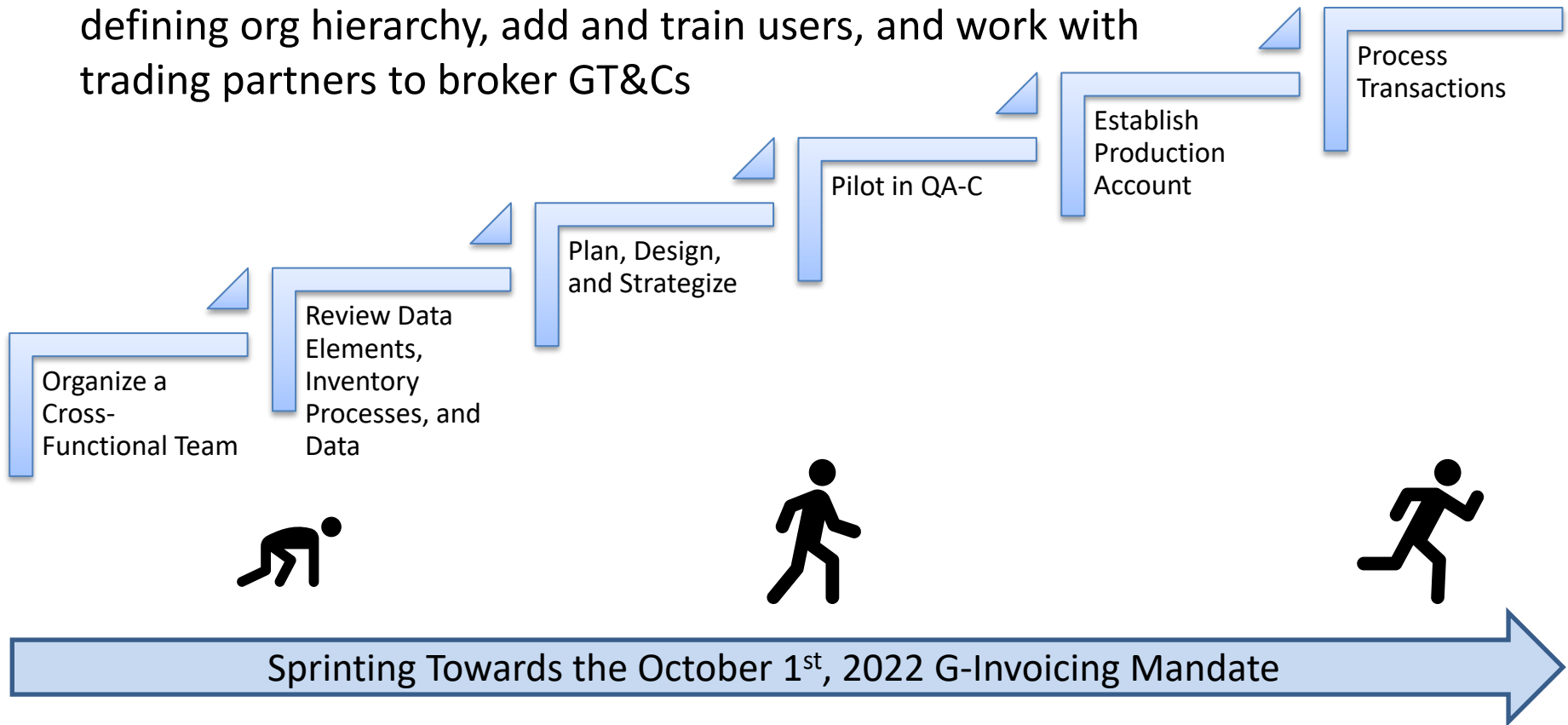
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Appendix

- Post-Mandate Work Underway (Slide 20)

- Next Release Information (Slide 21)

- Upcoming Program Objectives (Slide 22)

- Resource, Knowledge, and Training Offerings (Slides 23-25)

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Post-Mandate Work Underway

- Working on post-mandate API Specifications

- Proposed features:

  - In-Flight Orders

  - Low Dollar Purchases (7600-EZ)

  - Constructive Order Acceptance (GSA Rent)

  - Allow Performance against an open Order while it's being modified

  - Allow Order Maintenance while GT&C is being modified

  - Revert a modified GT&C or Order back to open status

  - Allow Zero Quantity Refund

  - Prohibit non-printable characters

  - Budget Object Class – Required (Requesting Agency Only)

  - Validate Line Item Code using Product Service Code

  - Correct rounding issues

  - Allow agencies to assign new TASes to Orders prior to Oct 1st

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Upcoming Release Information

- Release 4.4 – next production deployment tentatively planned for Feb 2022

  - GT&C Workflow by Org Group

  - Continue improving user API efficiencies

  - Undelivered Balance enhancements

    - Addressed issues when two Accounting Periods are open

  - More efficient GT&C Summary List page

  - New Report Menu and Performance Report

  - New Order Supervisor Roles created

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Upcoming Program Objectives

- **Develop and Publish Post-Mandate Enhancement Specifications**

  - Including: Low Dollar (7600-EZ), In-Flight Order Upload and Constructive Order Acceptance

  - Will **NOT** be included as enhancements in our next production deployment (Post-Mandate)

- **G-Invoicing Program Guide – Under review for updates**

  - Guide for Basic Accounting and Reporting

  - Targeting a December 2021 publication

- **G-Invoicing Rules of Engagement Guide – Under review for updates**

  - Details the appropriate protocols for entities to follow within the application and leading up to the implementation of G-Invoicing

  - Targeting a December 2021 publication

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Knowledge and Training Offerings

G-Invoicing Learning Opportunities

- Our Agency Implementation Team hosts a variety of training options.

- Independent Training Resources including pre-recorded G-Invoicing training videos are available through the G-Invoicing website: https://www.fiscal.treasury.gov/g-invoice/training.html

- Register for Webinar-based Training and access to On-Demand Financial Management Training Videos here: https://www.fiscal.treasury.gov/training/

G-Invoicing General Terms & Conditions Webinar Training **REGISTER**	09/15/2021 10/06/2021 10/27/2021 11/03/2021 11/17/2021	Online	Open to all federal agencies	Fiscal Accounting	✉ IGT@fiscal.treasury.gov
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G-Invoicing (GINV) Orders User Training Webinar **REGISTER**	09/29/2021 10/13/2021 11/10/2021	Online	Open to all federal agencies	Fiscal Accounting	✉ IGT@fiscal.treasury.gov

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Office Hours

- G-Invoicing Program conducts virtual Office Hours sessions twice monthly where we host targeted discussions as well as "open-mic" styled discussions

- Future Topics Include:

  – ~~Foreign Assistance Act (FAA) and G-Invoicing (October 19th)~~

  – ~~In-Flight Order Conversion (November 2nd)~~

  – In-Flight Order Conversion Round 2 (November 16th)

  – Trading Partner Spotlight: Providing Agencies a platform to discuss their G-Invoicing implementation approach with trading partners. (TBD)

    Note: *If Agencies would like to volunteer for a Trading Partner Spotlight session, please reach out to* IGT@fiscal.treasury.gov

- Register for Office Hours here: https://fiscal.treasury.gov/training/g-invoicing-office-hours.html

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You're Not Alone – We're Here To Help

Agency Implementation Team (AIT)

- Education
  - Business Process Walkthroughs
  - Application Demos
  - User Training
- Account Establishment
- Enrollment Assistance
- Production Support
- Assistance with Agency-Led Implementation Team

Engagement | Outreach | Support

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