



# OTCnet Overview & 2025 Updates

December 11, 2025 Webinar



## **Agenda**

- OTCnet Benefits & Options: Understand all the options and added benefits that OTCnet has to offer.
- 2 Training Resources: Walk through our Training site and resources.
- 2025 Updates: Learn about new system enhancements and important updates from this year.
- Wrap Up: Review key contact information to ask our team questions!





## **OTCnet Benefits & Payment Options**



## What is OTCnet?



The Over-the-Counter Channel (OTCnet) is a web-based application that offers federal agencies flexible solutions to streamline management and reporting of payment transactions and deposits. OTCnet provides an all-in-one platform to automate deposit and payment processes, simplifying the classification of Treasury collections.



## **OTCnet Provides Immediate Benefits to Your Agency**



Reliable
Customer Support



Electronic Deposit Reporting



**All-in-one Reporting** 



**Always Available** 



**One-Stop Shop** 



**Training Resources** 

## **OTCnet Payment Methods**

**Check Processing** 



**Mobile** 







**Card Processing** 

**Kiosk Tablet** 

**Self-Service Kiosk** 









## **OTCnet Payment Methods**

## **Kiosk Services**







#### **OTCnet Kiosk Overview**

### **Purpose**

- The OTCnet Kiosk solutions support key payment options for the OTCnet application.
- OTCnet offers two kiosk solutions to Federal Agencies for easy payments:
  - Self-Service Kiosk
  - Kiosk Tablet
- It offers customers flexibility in how they pay with the OTC Kiosk solutions.

#### Self-Service Kiosk



#### **Kiosk Tablet**





## Which Kiosk is Right for Your Agency?

- Both, the OTCnet Self-Service Kiosk and Kiosk Tablet are additional service offerings in the OTCnet program to enhance agency collections.
- Below are the payment options supported by each of the OTCnet Kiosk services:



Cash	Checks	Debit/Credit Cards	Customizable	Outdoor Locations	Reporting in OTCnet
<b>Ø</b>		<b>⊘</b>	<b>⊘</b>	•	<b>②</b>
	<b>Ø</b>	<b>⊘</b>			•



#### **OTCnet Kiosk Overview**

#### **Benefits**

- The OTCnet Self-Service Kiosk and Kiosk Tablet provide agencies with the ability to streamline over-the-counter services by:
  - Minimizing long lines at the counter
  - Maximizing collection opportunities in remote locations
- All collected payments and deposits will be synced to the existing OTCnet reporting functionality for ease of reference and agency accounting.





## **Items Eligible for Processing Through OTCnet**

	Check Processing <sup>1</sup>	Deposit Processing <sup>2</sup>	Card Processing
Personal Checks	<b>Ø</b>		
Non-personal Checks <sup>3</sup>	<b>⊘</b>		
Foreign Currency			
Foreign Checks			
U.S. Currency			
Debit/Credit, Gift Cards			•

<sup>&</sup>lt;sup>1</sup> Primary Method for Processing Domestic Check Items

<sup>&</sup>lt;sup>3</sup> Non-personal checks include: Business Checks, Money Orders, Cashier Checks, Travelers Checks, and Federal, State, and Local Government Checks



<sup>&</sup>lt;sup>2</sup> Deposit Processing should be used as a contingency method for processing Personal and Non-Personal Checks



## **OTCnet Onboarding Steps**

All OTCnet onboarding is done through the **OTCnet Deployment Team.** Begin by contacting the team to discuss your agency's needs to determine a personalized OTCnet onboarding plan and solution.

OTCnet Deployment Team: 703.377.5586 FiscalService.OTCDeployment@citi.com

#### Step 1:

Contact the OTCnet Deployment Team

#### Step 2:

Complete
Onboarding
Forms & Begin
Backend Setup

#### Step 3:

Begin Web-Based Training & Provision Users

#### Step 4:

Complete
Training &
Install OTCnet
Terminal

#### Step 5:

Complete
Setup & Make
First Collections

Please make sure to contact your PLSA/LSA to ensure the setup aligns with other bureaus.



# **P** Did You Know?

- We release an OTCnet e-newsletter to all users every month.
- Every new user receives a "Welcome to OTCnet" email with training guides and helpful resources after they register.
- The annual OTCnet User Survey provides agencies a platform to <u>suggest application enhancements</u>. Learn about how your request is processed in the <u>Enhancement Request Procedures</u>.







## Manage Users

Agencies can organize their users within a hierarchy and give them task-specific roles, streamlining management and reporting.



#### **Create a User Hierarchy**

- Agencies can manage their user hierarchy.
- Agencies will need to assign at least two Security
   Administrators to establish and approve users to the application.



#### **Assign User Roles**

 SailPoint IdentityIQ and OTCnet are used by agency security administrators to create, modify, and manage user roles across two different applications.



#### **Authenticate Users**

- Common Approach to Identity Assurance (CAIA) authenticates users with Personal Identity Verification (PIV) or Common Access Card (CAC) credentials.
- Non-Government users use ID.me.





## **Managing User Identities Overview**



Access is requested through SailPoint Identity IQ, Treasury's centralized **identity management system**.



**Primary & Local Security Administrators** initiate and manage user access.



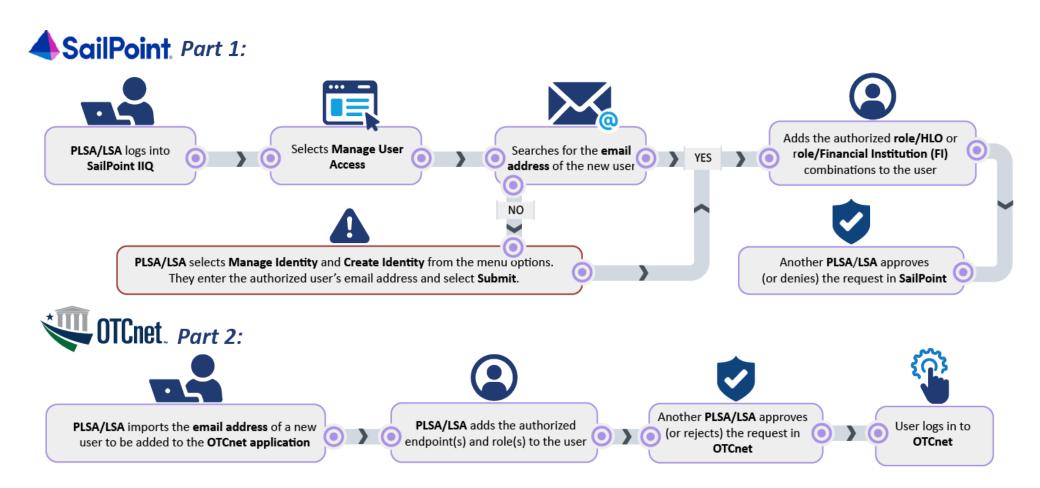
**Roles** are defined by their access to OTCnet system capabilities and functions. Every **role must be connected to an endpoint**, or the location from where a user operates.



OTCnet user management workflow requires **dual approval** in SailPointIIQ and OTCnet.



## **OTCnet User Provisioning Flow**





## **User Management: Application Tips**



## **Application Tips**

- ✓ An updated user hierarchy and organizational structure is vital to OTCnet.
- ✓ Users can self-request access in SailPoint IIQ. However, the preferred method for registering users is through the assistance of PLSA/LSAs.
- ✓ SailPoint IIQ will only have the High-Level Organization (HLO) available. OTCnet allows the selection of lower-level organizations or "child endpoints."
- ✓ Refer to the User Roles Guide to review all the available roles and authorized role combinations: <a href="https://fiscal.treasury.gov/files/otcNet/OTCnet-User-Roles-Guide.pdf">https://fiscal.treasury.gov/files/otcNet/OTCnet-User-Roles-Guide.pdf</a>







## **OTCnet Web-Based Training**



## **Training Overview**



OTCnet Homepage: <a href="https://www.fiscal.treasury.gov/otcnet">https://www.fiscal.treasury.gov/otcnet</a>

**OTCnet Training Site:** <u>Introduction to the Course - Welcome</u>



#### **Web Based Training: Training Module Topics**

- On-demand training.
- Role-specific, task-based modules.
- Access to all modules.
- Practice critical tasks in a safe environment.



#### Printable Job Aids

- Printable step-by-step instructions for key system tasks.
- May be used as just-in-time reference material.



#### **User Guides**

- In-depth task instructions with accompanying screenshots.
- Includes the printable job aids.



#### **Training Videos**

• Step-by-step instructions are shown for performing key application-related tasks and • Instructions for navigating user role functions.



#### **Online Help**

- Online Help file available in the OTCnet application.
- and performing critical application-related tasks...



## **Training Resources Walkthrough**



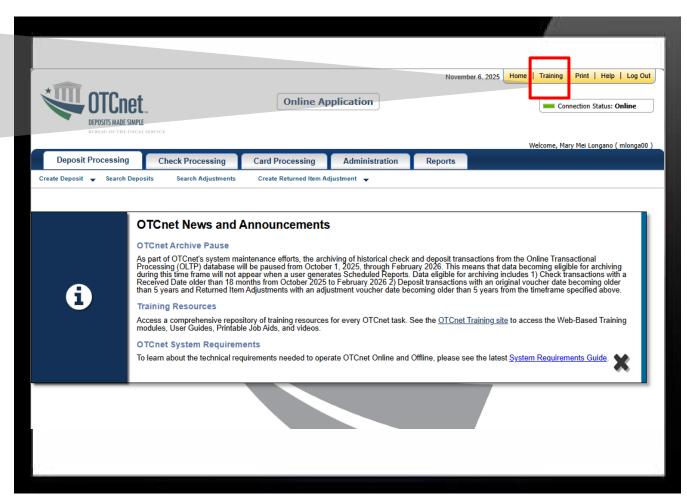
#### **OTCnet Web-Based Training:**

https://www.fiscal.treasury.gov/otcnet/training/wbt/content/course OTC/welcome.htm



## **OTCnet Online Application**

Click "Training" on the top menu bar in the OTCnet online application



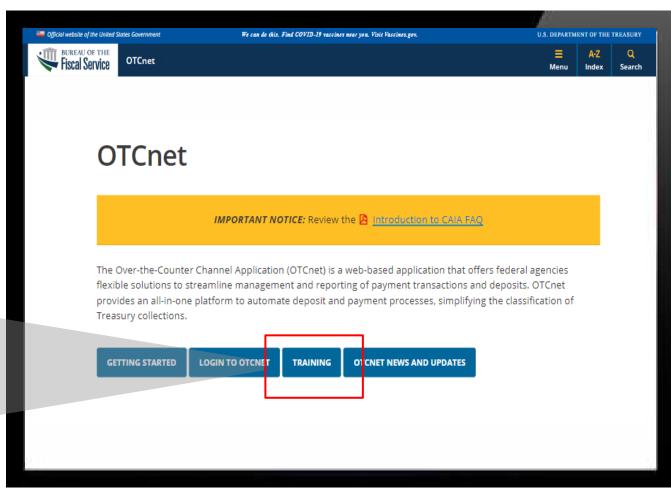
**OTCnet - Online Application** 





## **Training Resources: Homepage Navigation**

1<sup>st</sup> location on OTCnet Homepage



https://fiscal.treasury.gov/otcnet/

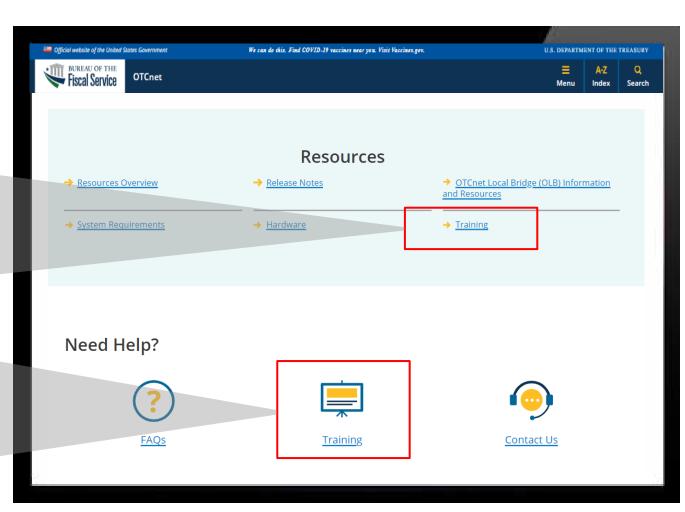




## **Training Resources: Homepage Navigation**

2<sup>nd</sup> location on OTCnet Homepage

**3<sup>rd</sup> location on OTCnet Homepage** 



https://fiscal.treasury.gov/otcnet/

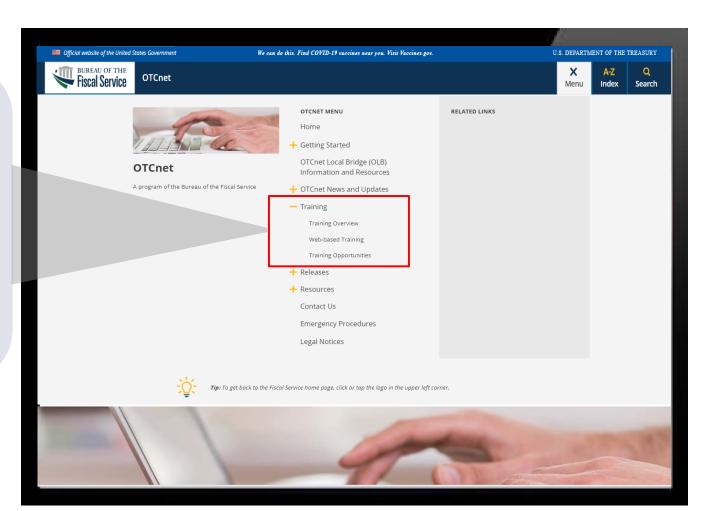




## **Training Resources: Homepage Navigation**

# The Training Menu contains three web locations:

- 1. Training Overview
- 2. Web-Based Training
- 3. Training Opportunities



https://fiscal.treasury.gov/otcnet/

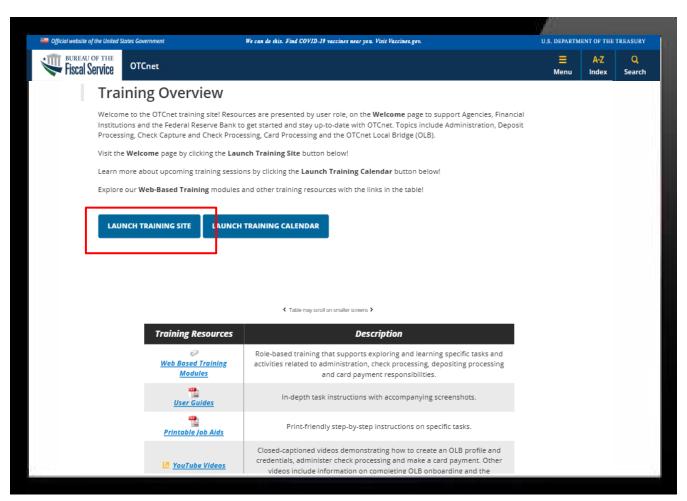




## **Training Resources: Training Overview Page**

#### 1. Training Overview

Contains quick links to the Training Calendar, Training Site, and other various Training Resources (Training Modules, User Guides, Job Aids, and Video Tutorials).



https://fiscal.treasury.gov/otcnet/training.html

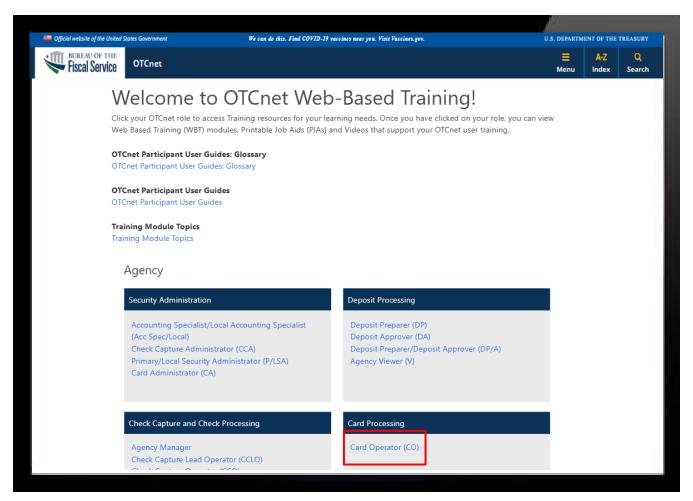




## **Training Resources: Web-Based Training**

#### 2. Web-Based Training

Choose your designated role (e.g., Card Operator) and you will be taken to the appropriate resources to guide you through your onboarding as well as troubleshooting.



https://fiscal.treasury.gov/otcnet/training/wbt/content/course OTC/welcome.htm

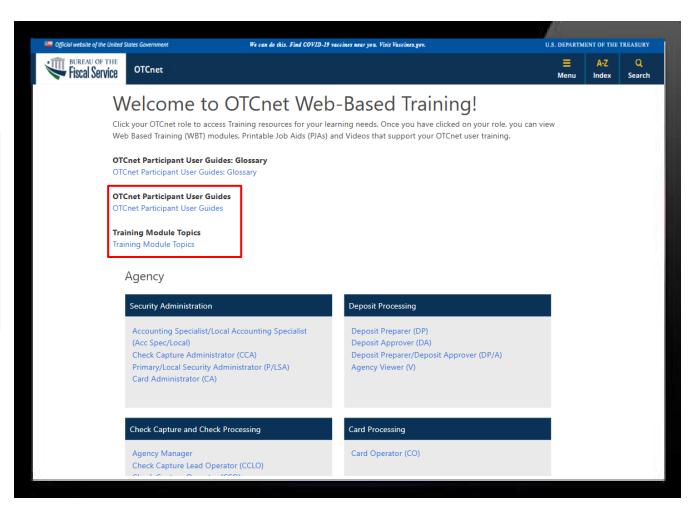




## **Training Resources: Web-Based Training**

#### 2. Web-Based Training

If you wish to receive guidance on a certain topic, User Guides and eLearning Modules are your best option.



https://fiscal.treasury.gov/otcnet/training/wbt/content/course OTC/welcome.htm

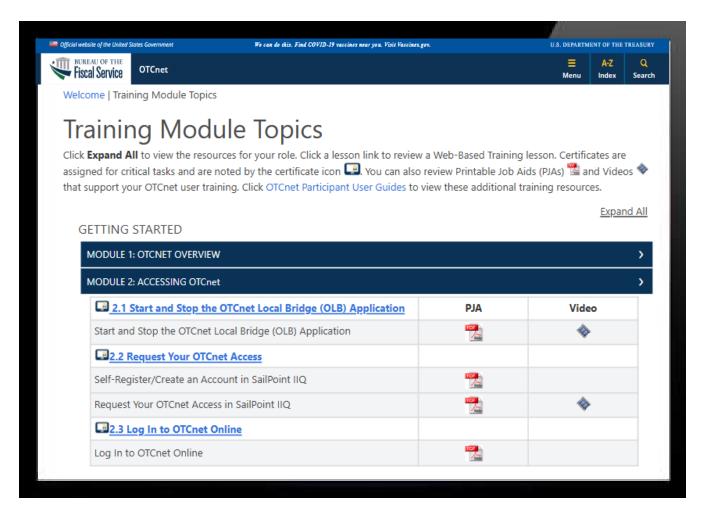




## **Training Resources: Training Module Topics**

## 2. Web-Based Training: Modules

Module Topics contain Web-based lessons, Printable Job Aids, and videos for almost every step in the topic.



https://fiscal.treasury.gov/otcnet/training/wbt/content/course OTC/menu all.htm

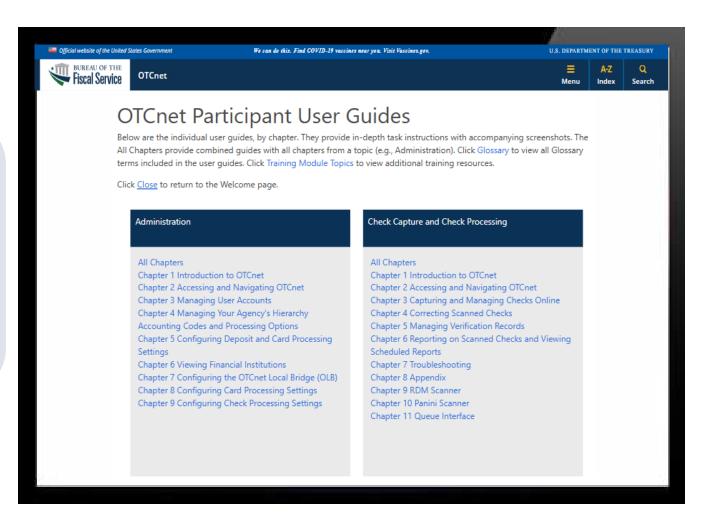




## **Training Resources: User Guides**

## 2. Web-Based Training: User Guides

User Guides provide indepth task instructions with accompanying screenshots.



https://fiscal.treasury.gov/otcnet/training/wbt/content/course OTC/library.htm

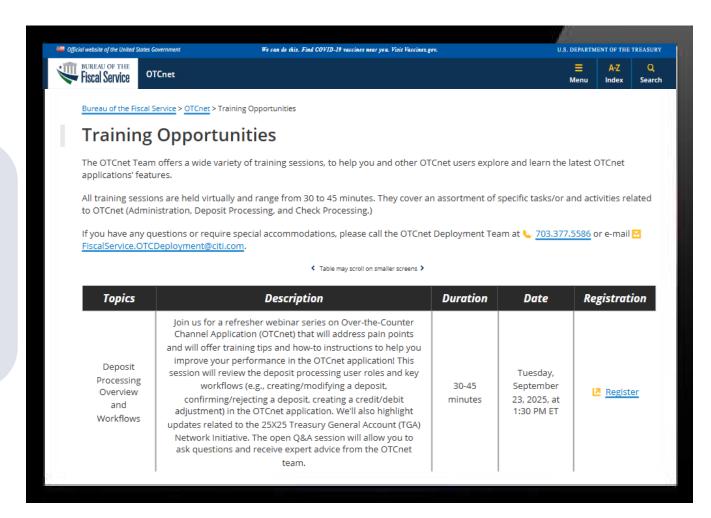




## **OTCnet Training Resources: Opportunities/Events**

#### 3. Training Opportunities

Contains a schedule of events (i.e., Webinars) for training-related events.



https://fiscal.treasury.gov/otcnet/training-opportunities.html









## **OTCnet 2025 Enhancements & Updates**

#### **New Enhancements**

- ▶ **Deposit Processing Notifications:** Deposit Processing users are automatically notified when a Financial Institution (FI) creates a deposit adjustment, rejects a deposit, or confirms a deposit.
- ▶ Offline Decommission: OTCnet Offline was disconnected and decommissioned.

### **Upcoming Updates**

▶ Migration of OTCnet to Cloud Platform: The OTCnet application will be migrated to the Fiscal Service Azure Cloud Environment in early 2026.

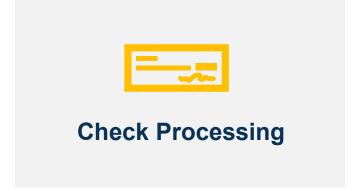


#### **OTCnet Reminders**



Creating Vouchers for Every Deposit: All physical cash or check deposits in OTCnet are required to have a voucher created behind them.

Managing Deposit Adjustments: Include the original deposit information so that the adjustment can be easily linked to the original deposit for reporting purposes.



Handling Physical Checks: Avoid highlighting or marking the information on physical checks (e.g. cash letter items) sent for electronic transmission by OTCnet.

**Submitting Foreign Checks:** All foreign checks, except for those drawn on Canadian banks, are processed as collection items in OTCnet.



## Mail-In Treasury General Account (MITGA) Address Change



The Mail-In Treasury General Account (MITGA) program's mailing instructions have been updated with revised processing and address detail for both the **Las Vegas** and **Cleveland** locations. **Effective immediately** all agency depositors using the MITGA program must follow the updated instructions and validate they are sending deposits to the current addresses.

**Note:** For any MITGA deposits currently in process that were sent to a previous address will still be processed by USPS and honored by U.S. Bank through the end of the year, December 31<sup>st</sup>, 2025. Any items received after this date are not guaranteed to be processed and could be at risk of being misrouted or lost.

#### What Do You Need to Do?

- Validate you have the current mailing address and instructions by emailing the contact below.
- Update procedures with new addresses and destroy any references of prior delivery instructions you may have in your records.

#### Reminder

 Any mailed cash deposits (or a mixture of cash and checks) MUST be sent via Registered Mail and be declared and insured for the full value of the cash being shipped, as per U.S. Postal regulations.



Send an email to the TGA Support Operations team at <a href="stls.tga.support@stls.frb.org">stls.frb.org</a> for the updated mailing instructions and addresses. For any questions, please reference the TGA webpage (<a href="mailto:Treasury General Account - Emergency Procedures">Treasury General Account - Emergency Procedures</a>).





## **Customer Support Team Contact Information**

# Contact Us for Support



#### **The OTCnet Customer Support Team**

(866) 945-7920 DSN: (510) 428-6824, option 2

Fiscalservice.OTCChannel@citi.com





## **Deployment Team Contact Information**

# Contact Us for Support



#### **The OTCnet Deployment Team**

(703) 377- 5586
<a href="mailto:FiscalService.OTCDeployment@citi.com">FiscalService.OTCDeployment@citi.com</a>

