



FFIS Bulletin: 03-6

Date: September 26, 2003

To: FFIS Agencies

Subject: Standard Table Settings for the Accounts Receivable Referral Parameter Table (AREP), Accounts Receivable Control Options Reference Table (AROP) and Disbursing Options Reference Table (DOPT) in the Foundation Financial Information System

## PURPOSE

The purpose of this bulletin is to define standard table settings for the following agency-specific tables within the Foundation Financial Information System (FFIS).

- Accounts Receivable Referral Parameter Table (AREP)
- Accounts Receivable Control Options Reference Table (AROP)
- Disbursing Options Reference Table (DOPT)

Where possible, the Associate Chief Financial Officer for Financial Systems will provide standard FFIS table settings based on Department policy, Treasury guidance or other regulatory legislation. The standards outlined in this bulletin apply to all agencies.

## ACTION REQUIRED

Agency Functional Administrators must review the settings outlined in the Attachment and update their Fiscal Year (FY) 2004 tables by close of business September 30, 2003.

## INQUIRIES

Any questions concerning this bulletin should be directed to Pauline Myrick at (202) 619-7637.

## EFFECTIVE DATE

This bulletin is effective immediately.

WENDY E. SNOW  
Associate Chief Financial Officer for Financial Systems

Attachment

## Accounts Receivable Referral Parameter Table (AREP)

Referral Lag Days: 180 [Refer to Code of Federal Regulations – 31 CFR Part 285, Section 12]

## Accounts Receivable Control Options Reference Table (AROP)

FIELD	DEFAULT VALUE	COMMENTS
Interest Rate	X.XX%	Use Current Value of Funds Rate set by the Department of Treasury. <a href="http://www.fms.treas.gov/cvfr/index.html">http://www.fms.treas.gov/cvfr/index.html</a>
Interest Days	30	31 CFR 900-904, federal claims collections standards
Penalty Rate	6.00%	31 CFR 900-904, federal claims collections standards
Initial Penalty Days	90	31 CFR 900-904, federal claims collections standards
CR Posting Order	P	31 CFR 900-904, federal claims collections standards
Cycle Days	30	31 CFR 900-904, federal claims collections standards
Write-Off Trans Code	WR	
Debt Voucher Trans Code	DR	

## Disbursing Options Reference Table (DOPT)

FIELD	DEFAULT VALUE	COMMENTS
Disbursing Office	03	
Disbursing Lag Days	03	
Use FUND Int BOC	Y	
Interest Trans Type	01	
Prompt Pay Type	O	Letter "O", not zero
Interest Reason Code (AD)	4	
Use DOPT Int Trans Type	Y	
Use DOPT Disc Trans Type	Y	
Disc Taken Trans Type	02	
Disc Lost Trans Type	03	
Disc Trans Type (Spend)	01	
Disc Lost Rsn Code (Docs)	I	Letter "I", not one
Disc Lost Rsn Code (AD)	S	
Disc Lost Rsn Code (Not Econ Just)	E	
Payment Limit Amount	9999999.99	
Current Value of Funds Rate		Same as Interest Rate on the AROP
Minimum TFCS Amount	999999999.99	
Minimum Num of Payments	0	
Post Confirm Trans Type	02	
EFT Flag	Y	
ALC Location Ind	D	
Accomplished Date Required	Y	