



Treasury Financial Manual

Bulletin No. 2017-03

Retention: December 31, 2018

To: Heads of Government Departments, Agencies, and Others Concerned

Subject: Government Invoicing (G-Invoicing) Initiative and Implementation

1. Background

Fiscal Service is working to improve the quality and reliability of Intragovernmental Buy/Sell data. We have identified G-Invoicing as a primary component of Fiscal Service's broad-based solution, which is comprised of systems, policies and accounting improvements to increase transparency and enhance governmentwide financial management.

As G-Invoicing is developed and implemented, its use will be required by all agencies.

2. Authority

Fiscal Service will require agencies to use G-Invoicing under the authority of 31 U.S.C. 3512(b) and 3513.

3. Purpose

G-Invoicing offers an online portal to support the exchange of information in Intragovernmental Transactions (IGT) activity by federal trading partners. G-Invoicing will serve as an agreement broker (the mechanism by which agencies arrange and negotiate information electronically) and a data exchange platform. It will facilitate the exchange of information between federal trading partners so that agencies will have well-defined lines of communication with one another, and an origin for sharing data and exchanging information on their reimbursable activity.

Those federal program agency (FPA) staff involved with IGT Reimbursable (Buy/Sell) activity, including funding officials, program officials, and payment approvers, will use G-Invoicing to originate and settle IGT agreements, orders, and invoices. G-Invoicing will manage the processing and approvals of data and activity through three stages in the transaction lifecycle, either manually or via automated data exchange: (1) *7600A: General Terms and Conditions (GT&C) Agreement*; (2) *7600B: Order and Funding*; and (3) a standardized *Seller-Generated Interagency Invoice*. G-Invoicing will then submit settlement details to the Intragovernmental Payments and Collections application (IPAC). Process changes will be focused on agreements, orders, and approvals. IPAC will still serve as the application for the settlement of funds between federal agencies.

Key Benefits of G-Invoicing:

- A. Federal trading partners can exchange Buy/Sell transaction information leading to better and more reliable data for governmentwide consumption.
- B. Agreement at each stage in the Buy/Sell transaction life cycle before settlement.
- C. Associate all related transactions through a common identifier to improve auditability.
- D. Central Repository for information relating to Buy/Sell transactions to support proper accounting treatment in agency systems.

4. Pre-implementation Preparation and Guidance

G-Invoicing is not an accounting system or a procurement system; instead it will be a gateway for agencies to agree upon the funding terms and the accounting treatment of their reimbursable activity, and exchange that data with one another for consistent financial reporting. Key changes from current processes include a new set of data standards, a workflow configuration for approval of invoices, and the electronic submission of necessary documentation. We will continue to update agencies on the developments surrounding data standards, workflow configuration, system integration, and other system requirements.

For a complete list of data elements, along with a list of Frequently Asked Questions and other useful information, please see the G-Invoicing website. This listing of data elements is still in draft and will be updated periodically.

- https://www.fiscal.treasury.gov/fsservices/gov/acctg/g_invoice/g_invoice_home.htm

The Fiscal Service Data Registry serves as the authoritative source for data element definitions and properties processed through Fiscal Service systems. This Registry will be amended for any new elements approved by the Data Stewards Team. This Registry can be accessed at:

- <https://www.transparency.treasury.gov/dataset/data-registry>

Agencies need to be a Central Accounting and Reporting System (CARS) Treasury Account Symbol-Business Event Type Code (TAS-BETC) Reporter to leverage G-Invoicing. If your agency is not already a Full CARS Reporter, you should begin working closely with Fiscal Service to make the transition. For more information, please refer to the following CARS link:

- https://www.fiscal.treasury.gov/fsservices/gov/acctg/cars/ref_guidance.htm

Agencies will also need to capture the Component Treasury Account Symbol (TAS) format in their internal accounting systems and in IPAC bulk files to leverage G-Invoicing. Reporting IPAC transactions in the String TAS format will not be an available option in G-Invoicing.

See the G-Invoicing website for other important information to aid agencies in preparation for G-Invoicing.

Prior to on-boarding to G-Invoicing, agencies should continue to collaborate and communicate with their trading partners and engage in the reconciliation processes already implemented by Treasury, such as the IGT Scorecards and Metrics Program. Sharing information, such as timing and amount of accruals, and ensuring accounting treatment is agreed upon will further improve IGT reporting and reduce Buy/Sell

differences.

5. Effective Date

This bulletin is effective immediately.

6. Inquiries

Direct questions concerning this bulletin to:

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