

# Federal Financial Management System Requirements

## Background and Purpose

This revision of the Federal Financial Management System<sup>1</sup> Requirements implements the Office of Management and Budget (OMB) and the Department of the Treasury (Treasury) guidance to help achieve shorter-term, lower-cost, and more incremental financial management system modernization. The revised requirements are:

- Focused on business rather than technology;
- Neutral to the system solution [shared Federal or commercial service, custom commercial off-the-shelf/Government off-the-shelf (COTS/GOTS) technology, automated or manual];
- Defined as Federal Government-unique financial management data input, business process, and data output.
- Applicable to administrative systems as well as program operation systems that perform financial management business processes (that is, “mixed systems”);
- Referenced to their Federal Government authoritative sources.

## Organization and Content

The requirements in this document are organized as follows:

- **Function ID and Federal Financial Management System Function:** Identifies and names an activity that groups requirements. The first two digits of the Function ID associate the function with the Federal financial management goal it supports (for example, function 1.1.1 supports goal 1.1). These goals are defined in the “FFMIA Compliance Determination Framework” (Table 1 within Appendix D to Circular No. A-123, Compliance with the Federal Financial Management Improvement Act of 1996).
- **DI-Data Input, P-Process, DO-Data Output:** Classify the requirements as a Federal Government unique data input (DI), process (P), or data output (DO). Examples of the Federal Government-unique inputs, processes, and outputs are included parenthetically in the requirement statements. Federal Government-unique requirements comprise:
  - Data not normally captured by commercial sector financial systems but required by Federal statutes, standards, or guidance;
  - Processes not normally performed or performed differently in the commercial sector compared to the Federal Government;
  - Data required to be exchanged between Federal agencies or reported from agency systems as Federal statutes, standards, or guidance require.
- **Requirement ID:** Sequentially identifies the requirements in each function.
- **Federal Financial Management System Requirements:** Contain the requirement statement. Application of regulatory guidance (for example, Treasury Financial Manual (TFM), OMB Circular No. A-136) is restricted to the content identified in the “Federal Financial Management System Authoritative Reference” column. Throughout these statements, the phrases “consistent with” and “as specified” are used in association with authoritative source references, as follows:
  - **Consistent With:** Conveys that as long as the content and meaning of the data/transaction/activity are equivalent to the data/transaction/activity as defined in the authoritative source, the requirement will be considered satisfied;
  - **As Specified:** Conveys that the content and meaning as well as format of the data/report/transaction must match the specification defined in the authoritative source reference for the requirement to be considered satisfied.

Treasury and OMB have determined that budget planning and formulation functions will not be included in the current Federal Financial Management System Requirements; however, the budget execution functions are included.

<sup>1</sup> A “financial management system” includes an agency’s overall financial operation, reflecting the people, processes, and technology to capture, classify, summarize, and report data in a meaningful manner to support business decisions. It includes hardware, applications and system software, personnel, procedures, data, and reporting functions. The financial management system can be fully integrated with other management information systems (i.e., mixed systems) where transactions automatically flow into an accounting general ledger. The financial management system could also include manual processes to post transactions from other management systems into the accounting general ledger.

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- **Federal Financial Management System Authoritative Reference:** Provides the current Federal regulatory authoritative sources that contain additional clarification of business processes and data specifications.

### Intended Use

These requirements are used during and after the acquisition and implementation of the Financial Management System solutions:

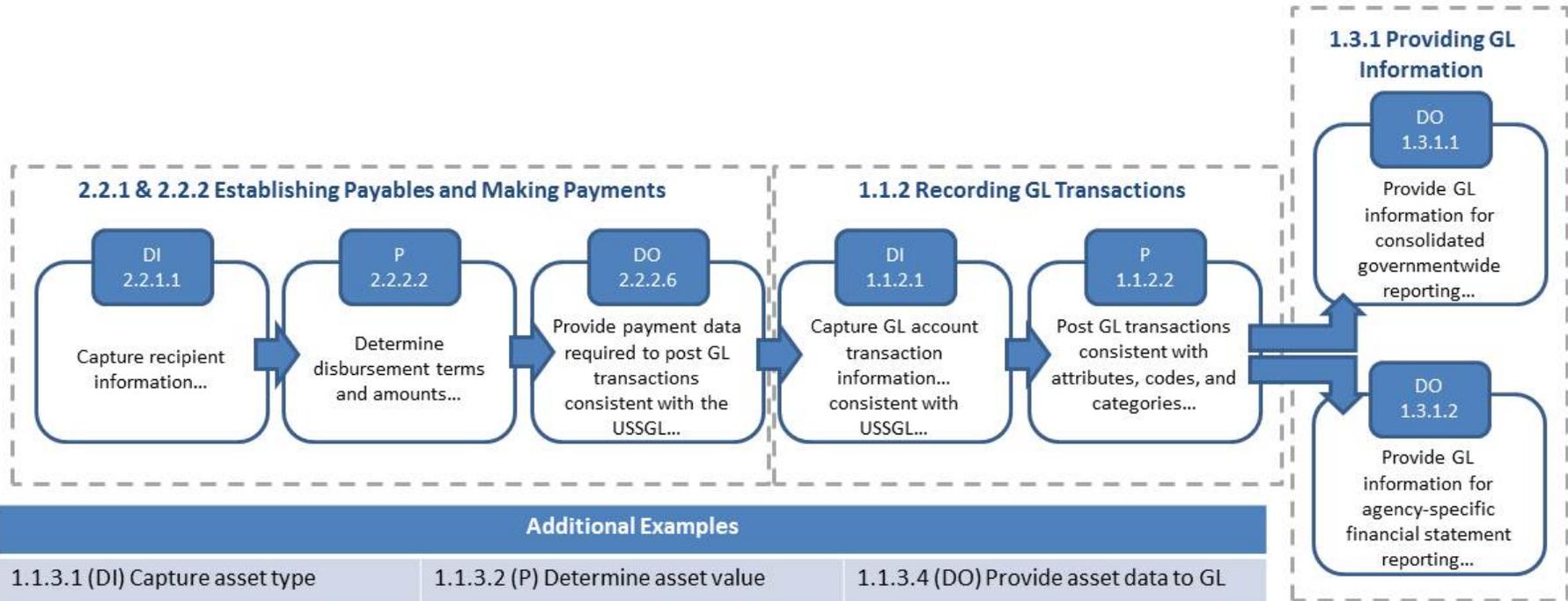
- During the service/technology acquisition phase, agencies should:
  - Use these requirements (including the authoritative source references) when developing the technical evaluation criteria for agency requests for proposal;
  - Require potential providers (e.g., hardware, software, services) to document or demonstrate as part of their response to the request for proposal their ability to meet the technical evaluation criteria developed using these requirements;
  - Identify during proposal evaluations the extent to which service/product modifications and/or agency manual processes will be required to fully meet these requirements.
- During the service/technology implementation phase, agencies should:
  - Use these requirements (including the authoritative source references) when developing Federal Government system acceptance test plans, scenarios, and scripts;
  - Use these requirements to drive inter- and intra-agency process and solution standardization;
  - Rationalize, standardize, and reduce the number of system interfaces currently active in the realm of Federal financial management systems;
  - Evaluate system acceptability based on the combined ability of the service/technology and agency manual processes to fully meet these requirements;
  - Postdeployment, evaluate the combined ability of the service/technology and agency manual processes to achieve the Federal financial management goals associated with these requirements.
- After the service/technology implementation, agencies should:
  - Use the Federal financial management goals associated with these requirements to periodically evaluate the Financial Management System solution (both service/technology and manual processes);
  - If gaps/deficiencies are found in meeting the goals, use these requirements to identify where gaps/deficiencies in the system (service/technology/manual processes) may need to be addressed through further acquisition and/or system enhancements.

### Relationships Among Requirements

Each requirement is associated with a business function and is categorized as data input, process, or output. The examples below demonstrate the relationship between requirement categories for selected payment processing requirements:

- Each financial management function (for example, payments) captures its required financial management information;
- Some functions execute manual or automated processes to derive additional financial management information;
- Each financial management function provides the data required to post to the General Ledger (GL) function;
- The GL function captures the GL transaction information from the other financial management functions and executes the processes needed to post transactions to the GL;
- Using the information posted to the GL, outputs are generated in the appropriate form and with the appropriate content for distribution to internal and external stakeholders.

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Additional Examples		
1.1.3.1 (DI) Capture asset type	1.1.3.2 (P) Determine asset value	1.1.3.4 (DO) Provide asset data to GL
1.1.4.1 (DI) Capture liability type	1.1.4.2 (P) Determine liability value	1.1.4.3 (DO) Provide liability data to GL
1.1.5.1 (DI) Capture revenue type	1.1.5.2 (P) Determine revenue classification and value	1.1.5.4 (DO) Provide revenue and other financing sources data to GL
2.2.4.1 (DI) Capture receivable type	2.2.4.2 (P) Determine receivable amount	2.2.4.3 (DO) Provide receivable data to GL

## Federal Financial Management System Requirements

Function ID	Federal Financial Management System Function	Requirement ID	DI-Data Input P-Process DO-Data Output	Federal Financial Management System Requirements	Federal Financial Management System Authoritative Reference
1.1.1	Defining GL Accounts and Attributes	1.1.1.1	DI	Provide GL account classifications (for example, budgetary, assets, liabilities, revenues and expenses), account categories (for example, receivables), and account subcategories (for example, accounts receivable) consistent with the USSGL accounts defined in the TFM.	<ul style="list-style-type: none"> <li>USSGL TFM S2 13-01 (August 2012), Part I Fiscal 2012 Reporting, Section I: Chart of Accounts (includes Cover Page) and Section II: Accounts and Definitions (includes Cover Page);</li> <li>TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.</li> </ul>
		1.1.1.2	DI	Provide GL proprietary account attributes (for example, exchange/nonexchange indicator, Federal/non-Federal indicator, and program indicator) consistent with the United States Government Standard General Ledger (USSGL) account attributes defined in the TFM.	<ul style="list-style-type: none"> <li>USSGL TFM S2 12-03 (August 2012), Part I Fiscal 2012 Reporting, Section IV: Account Attributes for USSGL Proprietary Account and FACTS II Reporting;</li> <li>TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.</li> </ul>
		1.1.1.3	DI	Provide GL budgetary account attributes (for example, Default Budget Enforcement Act Category, Apportionment Category B Program Code, Authority Type Code) consistent with the USSGL attributes defined in the TFM.	<ul style="list-style-type: none"> <li>USSGL TFM S2 12-03 (August 2012), Part I Fiscal 2012 Reporting, Section IV: Account Attributes for USSGL Proprietary Account and FACTS II Reporting;</li> <li>TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.</li> </ul>
1.1.2	Posting GL Transactions	1.1.2.1	DI	Capture GL account transaction information provided by supporting financial management operations (for example, payments, receipts, liabilities, assets, and reimbursables/ intragovernmentals) consistent with the USSGL account attributes, account transaction codes, account transaction	<ul style="list-style-type: none"> <li>USSGL TFM S2 12-03 (August 2012), Part I Fiscal 2012 Reporting, Section I: Chart of Accounts (includes Cover Page) and Section II: Accounts and Definitions (includes Cover Page);</li> <li>USSGL TFM S2 12-03 (August 2012), Part I Fiscal 2012 Reporting, Section III: Account Transactions;</li> <li>USSGL TFM S2 12-03 (August 2012), Part I Fiscal 2012 Reporting, Section IV: Account Attributes for</li> </ul>

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			categories, and account transaction subcategories defined in the TFM.	<ul style="list-style-type: none"> <li>USSGL Proprietary Account and FACTS II Reporting;</li> <li>TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.</li> </ul>
	1.1.2.2	P	Post GL proprietary, budgetary, and memorandum account transactions consistent with USSGL account attributes, account transaction codes, account transaction categories, and account transaction subcategories as defined in the TFM.	<ul style="list-style-type: none"> <li>USSGL TFM S2 12-03 (August 2012), Part I Fiscal 2012 Reporting, Section I: Chart of Accounts (includes Cover Page) and Section II: Accounts and Definitions (includes Cover Page);</li> <li>USSGL TFM S2 12-03 (August 2012), Part I Fiscal 2012 Reporting, Section III: Account Transactions;</li> <li>USSGL TFM S2 12-03 (August 2012), Part I Fiscal 2012 Reporting, Section IV: Account Attributes for USSGL Proprietary Account and FACTS II Reporting;</li> <li>TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.</li> </ul>
	1.1.2.3	P	Close nonfiduciary and fiduciary accounts consistent with USSGL account closing table rules as defined in the TFM.	<ul style="list-style-type: none"> <li>USSGL TFM Part I Fiscal Year 2012 Reporting, Section III: Account Transactions;</li> <li>Other USSGL Guidance, Closing Accounts Quick Reference Chart.</li> </ul>
	1.1.2.4	P	Maintain ability to post transactions funded, obligated, or expended over multiple years to GL accounts that do not close (for example, undelivered orders—obligations, unpaid; delivered orders—obligations, unpaid; authority outlayed not yet disbursed) consistent with the TFM.	<ul style="list-style-type: none"> <li>USSGL TFM S2 12-03 (August 2012), Part I Fiscal 2012 Reporting, Section I: Chart of Accounts (includes Cover Page) and Section II: Accounts and Definitions (includes Cover Page);</li> <li>USSGL TFM Part I Fiscal Year 2012 Reporting, Section III: Account Transactions;</li> <li>Other USSGL Guidance, Closing Accounts Quick Reference Chart.</li> </ul>
1.1.3	Managing Financial Asset Information	1.1.3.1	DI	<p>Capture Federal Government asset type (for example, entity, nonentity, governmental, and intragovernmental), category [for example, property, plant, and equipment (PP&amp;E); inventory; seized</p> <ul style="list-style-type: none"> <li>Statement of Federal Financial Accounting Standard (SFFAS) 1: Accounting for Selected Assets and Liabilities;</li> <li>SFFAS 2: Accounting for Direct Loans and Loan Guarantees;</li> </ul>

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		<p>and forfeited; investments in Treasury securities], and subcategory (for example, general PP&amp;E or heritage PP&amp;E) consistent with The Federal Accounting Standards Advisory Board (FASAB) Handbook of Accounting Standards, and Other Pronouncements, as Amended (FASAB Handbook).</p>	<ul style="list-style-type: none"> <li>• SFFAS 3: Accounting for Inventory and Related Property;</li> <li>• SFFAS 6: Accounting for Property, Plant, and Equipment;</li> <li>• SFFAS 7: Accounting for Revenue and Other Financing Sources and Concepts for Reconciling Budgetary and Financial Accounting;</li> <li>• SFFAS 8: Supplementary Stewardship Reporting;</li> <li>• SFFAS 10: Accounting for Internal Use Software;</li> <li>• SFFAS 11: Amendments to Accounting for Property, Plant, and Equipment;</li> <li>• SFFAS 18: Amendments to Accounting Standards for Direct Loans and Loan Guarantees in SFFAS 2;</li> <li>• SFFAS 19: Technical Amendments of Accounting Standards for Direct Loans and Loan Guarantees in SFFAS 2;</li> <li>• SFFAS 29: Heritage Assets and Stewardship Land;</li> <li>• SFFAS 38: Accounting for Federal Oil and Gas Resources;</li> <li>• SFFAS 40: Definitional Changes Related to Deferred Maintenance and Repairs: Amending SFFAS 6, Accounting for Property, Plant, and Equipment;</li> <li>• SFFAS 42: Deferred Maintenance and Repairs: Amending SFFAS 6, 14, 29, and 32.</li> </ul>
1.1.3.2	P	<p>Determine asset value and provide for adjustments – such as depreciation, impairment, allowance for uncollectible amounts, and subsidy allowance – consistent with FASAB Handbook.</p>	<ul style="list-style-type: none"> <li>• SFFAS 1: Accounting for Selected Assets and Liabilities;</li> <li>• SFFAS 2: Accounting for Direct Loans and Loan Guarantees;</li> <li>• SFFAS 3: Accounting for Inventory and Related Property;</li> <li>• SFFAS 6: Accounting for Property, Plant, and Equipment;</li> <li>• SFFAS 10: Accounting for Internal Use Software;</li> <li>• SFFAS 11: Amendments to Accounting for</li> </ul>

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			<ul style="list-style-type: none"> <li>Property, Plant, and Equipment;</li> <li>• SFFAS 18: Amendments to Accounting Standards for Direct Loans and Loan Guarantees in SFFAS 2;</li> <li>• SFFAS 19: Technical Amendments of Accounting Standards for Direct Loans and Loan Guarantees in SFFAS 2;</li> <li>• SFFAS 29: Heritage Assets and Stewardship Land;</li> <li>• SFFAS 35: Estimating the Historical Cost of General Property, Plant, and Equipment;</li> <li>• SFFAS 38: Accounting for Federal Oil and Gas Resources;</li> <li>• SFFAS 40: Definitional Changes Related to Deferred Maintenance and Repairs: Amending SFFAS 6, Accounting for Property, Plant, and Equipment;</li> <li>• SFFAS 42: Deferred Maintenance and Repairs: Amending SFFAS 6, 14, 29, and 32.</li> </ul>
1.1.3.3	DO	Provide asset information, such as type (for example, intragovernmental or governmental), value, quantity (for example, units), and GL account (for example, buildings, land, equipment, assets under capital lease, and software) for balance sheet and financial statement reporting consistent with the FASAB Handbook and as specified in the TFM.	<ul style="list-style-type: none"> <li>• SFFAS 1: Accounting for Selected Assets and Liabilities;</li> <li>• SFFAS 2: Accounting for Direct Loans and Loan Guarantees;</li> <li>• SFFAS 3: Accounting for Inventory and Related Property;</li> <li>• SFFAS 6: Accounting for Property, Plant, and Equipment;</li> <li>• SFFAS 7: Accounting for Revenue and Other Financing Sources and Concepts for Reconciling Budgetary and Financial Accounting;</li> <li>• SFFAS 8: Supplementary Stewardship Reporting;</li> <li>• SFFAS 10: Accounting for Internal Use Software;</li> <li>• SFFAS 11: Amendments to Accounting for Property, Plant, and Equipment;</li> <li>• SFFAS 18: Amendments to Accounting Standards for Direct Loans and Loan Guarantees in SFFAS 2;</li> <li>• SFFAS 19: Technical Amendments of Accounting Standards for Direct Loans and Loan Guarantees in</li> </ul>

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				<ul style="list-style-type: none"> <li>SFFAS 2;</li> <li>• SFFAS 29: Heritage Assets and Stewardship Land;</li> <li>• Federal Financial Accounting And Auditing Technical Release 4: Reporting on Non-Valued Seized and Forfeited Property;</li> <li>• SFFAS 38: Accounting for Federal Oil and Gas Resources;</li> <li>• TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.</li> </ul>	
		1.1.3.4	DO	<p>Provide asset data required to post GL transactions consistent with USSGL accounts, account attributes, transaction codes, transaction categories (for example, collections and receivables), and transaction subcategories [for example, receipts, receivables/accrued revenue, asset sale and disposition (gains and losses)] as defined in the TFM.</p>	<ul style="list-style-type: none"> <li>• USSGL TFM S2 12-03 (August 2012), Part I Fiscal 2012 Reporting, Section III: Account Transactions and Section IV: Account Attributes for USSGL Proprietary Account and FACTS II Reporting;</li> <li>• TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.</li> </ul>
1.1.4	Managing Financial Liability Information	1.1.4.1	DI	<p>Capture Federal Government liability type (for example, covered/not covered by budgetary resources, governmental, and intragovernmental), category (for example, accounts payable, and interest payable and other current liabilities), and subcategory (for example, accrued employees' wages and entitlement benefits) consistent with the FASAB Handbook.</p>	<ul style="list-style-type: none"> <li>• SFFAS 1: Accounting for Selected Assets and Liabilities;</li> <li>• SFFAS 2: Accounting for Direct Loans and Loan Guarantees;</li> <li>• SFFAS 5: Accounting for Liabilities of the Federal Government;</li> <li>• SFFAS 6: Accounting for Property, Plant, and Equipment;</li> <li>• SFFAS 7: Accounting for Revenue and Other Financing Sources and Concepts for Reconciling Budgetary and Financial Accounting;</li> <li>• SFFAS 12: Recognition of Contingent Liabilities Arising from Litigation: An Amendment of SFFAS 5, Accounting for Liabilities of the Federal Government;</li> </ul>

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			<ul style="list-style-type: none"> <li>• SFFAS 17: Accounting for Social Insurance;</li> <li>• SFFAS 18: Amendments to Accounting Standards for Direct Loans and Loan Guarantees in SFFAS 2;</li> <li>• SFFAS 19: Technical Amendments to Accounting Standards for Direct Loans and Loan Guarantees in SFFAS 2;</li> <li>• SFFAS 33: Pensions, Other Retirement Benefits, and Other Postemployment Benefits: Reporting Gains and Losses from Changes in Assumptions, and Selecting Discount Rates and Valuations Dates.</li> </ul>
1.1.4.2	P	Determine liability value consistent with the FASAB Handbook.	<ul style="list-style-type: none"> <li>• SFFAS 1: Accounting for Selected Assets and Liabilities;</li> <li>• SFFAS 2: Accounting for Direct Loans and Loan Guarantees;</li> <li>• SFFAS 5: Accounting for Liabilities of the Federal Government;</li> <li>• SFFAS 6: Accounting for Property, Plant, and Equipment;</li> <li>• SFFAS 7: Accounting for Revenue and Other Financing Sources and Concepts for Reconciling Budgetary and Financial Accounting;</li> <li>• SFFAS 12: Recognition of Contingent Liabilities Arising from Litigation: An Amendment of SFFAS 5, Accounting for Liabilities of the Federal Government;</li> <li>• SFFAS 17: Accounting for Social Insurance;</li> <li>• SFFAS 18: Amendments to Accounting Standards for Direct Loans and Loan Guarantees in SFFAS 2;</li> <li>• SFFAS 19: Technical Amendments to Accounting Standards for Direct Loans and Loan Guarantees in SFFAS 2;</li> <li>• SFFAS 33: Pensions, Other Retirement Benefits, and Other Postemployment Benefits: Reporting Gains and Losses from Changes in Assumptions, and Selecting Discount Rates and Valuations Dates.</li> </ul>

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		1.1.4.3	DO	Provide liability data required to post GL transactions consistent with USSGL attributes (covered/not covered, Federal/non-Federal), transaction codes, transaction categories (for example, disbursements and payables), and transaction subcategories (for example, payables/accrued liabilities) as defined in the TFM.	<ul style="list-style-type: none"> <li>• USSGL TFM S2 12-03 (August 2012), Part I Fiscal 2012 Reporting, Section III: Account Transactions and Section IV: Account Attributes for USSGL Proprietary Account and FACTS II Reporting;</li> <li>• TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.</li> </ul>
1.1.5	Managing Revenues and Other Financing Sources	1.1.5.1	DI	Capture Federal Government revenue or other financing type (for example, exchange revenues, nonexchange revenues, budgetary resources), category (for example, taxes, duties, fines, user fees, and sale of goods and services), and subcategory (for example, income tax, excise tax, and donations) consistent with the FASAB Handbook.	<ul style="list-style-type: none"> <li>• SFFAS 7: Accounting for Revenue and Other Financing Sources and Concepts for Reconciling Budgetary and Financial Accounting;</li> <li>• SFFAS 27: Identifying and Reporting Earmarked Funds;</li> <li>• SFFAS 31: Accounting for Fiduciary Activities;</li> <li>• SFFAS 38: Accounting for Federal Oil and Gas Resources;</li> <li>• SFFAS 43: Dedicated Collections: Amending SFFAS 27, Identifying and Reporting Earmarked Funds.</li> </ul>
		1.1.5.2	P	Determine revenue classification (for example, exchange, nonexchange, and other financing sourcing) and value as specified in the FASAB Handbook.	<ul style="list-style-type: none"> <li>• SFFAS 7: Accounting for Revenue and Other Financing Sources and Concepts for Reconciling Budgetary and Financial Accounting;</li> <li>• SFFAS 27: Identifying and Reporting Earmarked Funds;</li> <li>• SFFAS 31: Accounting for Fiduciary Activities;</li> <li>• SFFAS 38: Accounting for Federal Oil and Gas Resources;</li> <li>• SFFAS 43: Dedicated Collections: Amending SFFAS 27, Identifying and Reporting Earmarked Funds.</li> </ul>
		1.1.5.3	P	Determine adjustments to budgetary and financial (proprietary) accruals consistent with the FASAB Handbook and OMB Circular No. A-11.	<ul style="list-style-type: none"> <li>• SFFAS 7: Accounting for Revenue and Other Financing Sources and Concepts for Reconciling Budgetary and Financial Accounting;</li> <li>• SFFAS 27: Identifying and Reporting Earmarked Funds;</li> <li>• SFFAS 43: Dedicated Collections: Amending SFFAS</li> </ul>

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			<ul style="list-style-type: none"> <li>27, Identifying and Reporting Earmarked Funds;</li> <li>• OMB Circular No. A-11, Part 4.</li> </ul>
1.1.5.4	DO	Provide revenue and other financing sources data to post GL transactions consistent with USSGL attributes (for example, exchange/nonexchange indicator and program indicator), transaction codes, transaction categories (for example, collections and receivables), and transaction subcategories (for example, receivables/accrued revenue) as defined in the TFM.	<ul style="list-style-type: none"> <li>• USSGL TFM S2 12-03 (August 2012), Part I Fiscal 2012 Reporting, Section III: Account Transactions and Section IV: Account Attributes for USSGL Proprietary Account and FACTS II Reporting;</li> <li>• TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.</li> </ul>
1.1.5.5	DO	Provide revenue and other financing sources disclosure and supplementary information for agency and Governmentwide reporting as specified in FASAB Handbook.	<ul style="list-style-type: none"> <li>• SFFAS 5: Accounting for Liabilities of the Federal Government;</li> <li>• SFFAS 7: Accounting for Revenue and Other Financing Sources and Concepts for Reconciling Budgetary and Financial Accounting;</li> <li>• SFFAS 12: Recognition of Contingent Liabilities Arising from Litigation: An Amendment of SFFAS 5, Accounting for Liabilities of the Federal Government;</li> <li>• SFFAS 27: Identifying and Reporting Earmarked Funds;</li> <li>• SFFAS 31: Accounting for Fiduciary Activities;</li> <li>• SFFAS 38: Accounting for Federal Oil and Gas Resources;</li> <li>• SFFAS 43: Dedicated Collections: Amending SFFAS 27, Identifying and Reporting Earmarked Funds.</li> </ul>

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1.2.1	Determining Costs	1.2.1.1	DI	Provide responsibility segments/cost centers (for example, managing public buildings and distributing supplies) and cost objects that align with outcomes (for example, program, activity, and product) that directly support the agency mission and management requirements consistent with the FASAB Handbook.	<ul style="list-style-type: none"> <li>• SFFAS 4: Managerial Cost Accounting Standards and Concepts;</li> <li>• SFFAS 30: Inter-Entity Cost Implementation: Amending SFFAS 4, Managerial Cost Accounting Standards and Concepts.</li> </ul>
		1.2.1.2	P	Determine intragovernmental entity costs in addition to other costs (for example, direct, indirect, and depreciation) by cost object and responsibility segment consistent with the FASAB Handbook.	<ul style="list-style-type: none"> <li>• SFFAS 4: Managerial Cost Accounting Standards and Concepts;</li> <li>• SFFAS 30: Inter-Entity Cost Implementation: Amending SFFAS 4, Managerial Cost Accounting Standards and Concepts.</li> </ul>
		1.2.1.3	DO	Provide cost management data required to post GL transactions consistent with USSGL attributes (for example, program indicator), transaction codes, transaction categories (for example, accruals/nonbudgetary transfers other than disbursements and collections), transaction subcategories (for example, accrual, depreciation, amortization, and depletion) as defined in the TFM.	<ul style="list-style-type: none"> <li>• USSGL TFM S2 12-03 (August 2012), Part I Fiscal 2012 Reporting, Section III: Account Transactions and Section IV: Account Attributes for USSGL Proprietary Account and FACTS II Reporting;</li> <li>• TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.</li> </ul>
1.3.1	Providing GL Information	1.3.1.1	DO	Provide GL information for consolidated Governmentwide reporting as specified in the TFM and consistent with guidelines in the FASAB Handbook as well as OMB Circular No. A-136.	<ul style="list-style-type: none"> <li>• TFM Volume I, Part 2, Chapter 4700, Agency Reporting Requirements for the Financial Report of the United States Government; USSGL TFM S2 12-03 (August 2012), Part I Fiscal 2012 Reporting, Section IV: Account Attributes for USSGL Proprietary Account and FACTS II Reporting;</li> <li>• USSGL TFM S2 12-03 (August 2012), Part I Fiscal 2012 Reporting, Section V: Crosswalks to Standard External Reports for Fiscal 2012 Reporting;</li> <li>• USSGL TFM S2 12-03 (August 2012), Part I Fiscal 2012 Reporting, Section VI: Crosswalks – Reclassified Statements for Fiscal 2012 Reporting;</li> </ul>

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				<ul style="list-style-type: none"> <li>• OMB Circular No. A-136, Financial Reporting Requirements;</li> <li>• Statement of Federal Financial Accounting Concepts (SFFAC) 4: Intended Audience and Qualitative Characteristics for the Consolidated Financial Report of the United States Government;</li> <li>• SFFAS 24: Selected Standards for the Consolidated Financial Report of the United States Government;</li> <li>• TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.</li> </ul>
		1.3.1.2	DO	<p>Provide GL information for agency-specific financial reports consistent with OMB Circular No. A-136 and FASAB Handbook.</p> <ul style="list-style-type: none"> <li>• SSFAC 2: Entity and Display;</li> <li>• OMB Circular No. A-136, Financial Reporting Requirements.</li> </ul>
1.3.2	Making Federal Financial Information Accessible	1.3.2.1	P	<p>By implementing technical standards and requirements specified in the Code of Federal Regulations (CFR), provide access to Federal financial information to Federal employees and members of the public with disabilities comparable to that provided to Federal employees and members of the public who are not individuals with disabilities.</p> <ul style="list-style-type: none"> <li>• 36 CFR 1194, Electronic and Information Technology Accessibility Standards, Subpart B, Technical Standards.</li> </ul>
		1.3.2.2	P	<p>Provide Federal financial information of official record, in accordance with published rules and consistent with OMB Circular No. A-130, to persons properly and directly concerned, except financial information held confidential for good cause.</p> <ul style="list-style-type: none"> <li>• OMB Circular No. A-130, Management of Federal Information Resources, Part 8, Policy, a., Information Management Policy.</li> </ul>
		1.3.2.3	P	<p>Provide and monitor controls for receiving, reviewing requests for, and releasing personally identifiable Federal financial information compliant with the Privacy Act</p> <ul style="list-style-type: none"> <li>• OMB Circular No. A-130, Management of Federal Information Resources, Part 8, Policy, a., Information Management Policy, and Appendix I, Federal Agency Responsibilities for Maintaining</li> </ul>

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				and consistent with OMB Circular No. A-130.	Records About Individuals.
1.4.1	Defining Federal Funding Attributes to Align Financial Management Information With Performance Goals	1.4.1.1	DI	Provide Federal funding attributes (for example, program, activity, and cost object) that align funding requests, funding allocations, fund obligations, fund expenditures, and costs with agency performance goals, as required by the Chief Financial Officer (CFO) Act as well as the Government Performance and Results Act and consistent with the FASAB Handbook, OMB Circular No. A-11, and OMB Circular No. A-136.	<ul style="list-style-type: none"> <li>• OMB Circular No. A-11, Part 2, Preparation and Submission of Budget Estimates, Number III, MAX Data and Other Materials Required After Passback, Section 82 Combined Schedule X (Programming and Financing [Schedule P]) and Section 83 Object Classification (MAX Schedule O);</li> <li>• OMB Circular No. A-136, Financial Reporting Requirements;</li> <li>• SFFAS 4: Managerial Cost Accounting Standards and Concepts;</li> <li>• SFFAS 7: Accounting for Revenue and Other Financing Sources and Concepts for Reconciling Budgetary and Financial Accounting;</li> <li>• SFFAS 15: Management’s Discussions and Analysis;</li> <li>• SFFAS 30: Inter-Entity Cost Implementation: Amending SFFAS 4, Managerial Cost Accounting Standards and Concepts.</li> </ul>
2.1.1	Recording Budget Authority	2.1.1.1	DI	Provide budgetary resource reporting attributes (for example, Treasury Account Fund Symbol, expired, and unexpired) consistent with the budget execution activities as defined in OMB Circular No. A-11.	<ul style="list-style-type: none"> <li>• OMB Circular No. A-11, Part 4, Instructions on Budget Execution;</li> <li>• OMB Circular No. A-11, Appendix F, Format of SF 132, SF 133, Schedule P, and SBR;</li> <li>• OMB Circular No. A-11, Part 4, Section 130, SF133, Report on Budget Execution and Budgetary Resources;</li> <li>• SFFAS 7: Accounting for Revenue and Other Financing Sources and Concepts for Reconciling Budgetary and Financial Accounting.</li> </ul>
		2.1.1.2	P	Determine appropriated fund subdivisions, apportionments, reapportionments, and allocations before any of the appropriated funds are expended consistent with the	<ul style="list-style-type: none"> <li>• OMB Circular No. A-11, Part 4, Instructions on Budget Execution;</li> <li>• OMB Circular No. A-11, Appendix F, Format of SF 132, SF 133, Schedule P, and SBR.</li> </ul>

## Federal Financial Management System Requirements

				budget execution activities as defined in OMB Circular No. A-11.	
		2.1.1.3	DO	Provide budgetary authority and resource data required to post GL transactions consistent with USSGL transaction codes, transaction categories (for example, funding) and transaction subcategories (for example, budgetary resources other than collections) as defined in the TFM.	<ul style="list-style-type: none"> <li>• USSGL TFM S2 12-03 (August 2012), Part I Fiscal 2012 Reporting, Section III: Account Transactions and Section IV: Account Attributes for USSGL Proprietary Account and FACTS II Reporting;</li> <li>• TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.</li> </ul>
2.1.2	Recording Budget Obligations and Outlays	2.1.2.1	P	Execute administrative control of funds consistent with OMB Circular No. A-11 to restrict obligation and expenditure from each account to the lower of the amount apportioned by OMB or the amount available for obligation and/or expenditure.	<ul style="list-style-type: none"> <li>• OMB Circular No. A-11, Part 4, Instructions on Budget Execution, Section 145, Requirements for Reporting Antideficiency Act Violations;</li> <li>• OMB Circular No. A-11, Part 4, Instructions on Budget Execution, Section 150, Administrative Control of Funds.</li> </ul>
		2.1.2.2	P	Execute statutory limitation controls restricting obligations and expenditures to amounts authorized by law consistent with OMB Circular No. A-11.	<ul style="list-style-type: none"> <li>• OMB Circular No. A-11, Part 4, Instructions on Budget Execution, Section 150, Administrative Control of Funds.</li> </ul>
		2.1.2.3	DO	Provide budget obligation and outlay data required to post GL transactions consistent with USSGL transaction codes, categories (for example, funding), and subcategories (for example, budgetary resources other than collections) as defined in the TFM.	<ul style="list-style-type: none"> <li>• USSGL TFM S2 12-03 (August 2012), Part I, Fiscal 2012 Reporting, Section III: Account Transactions and Section IV: Account Attributes for USSGL Proprietary Account and FACTS II Reporting;</li> <li>• TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.</li> </ul>
2.1.3	Reporting Budgetary Resources and Budget Execution	2.1.3.1	DO	Provide budgetary resource and budget execution data as specified in the TFM to support the budget reporting activities	<ul style="list-style-type: none"> <li>• OMB Circular No. A-11, Part 4, Instructions on Budget Execution;</li> <li>• OMB Circular No. A-11, Part 4, Instructions on</li> </ul>

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				<p>defined in OMB Circular No. A-11, OMB Circular No. A-136, and the FASAB Handbook.</p>	<p>Budget Execution, Section 120.25 Who is responsible for preparing the apportionment request for allocation (transfer appropriation) TAFS?;</p> <ul style="list-style-type: none"> <li>• OMB Circular No. A-11, Appendix F, Format of SF 132, SF 133, Schedule P, and SBR;</li> <li>• OMB Circular No. A-136, Financial Reporting Requirements, Number II.4.6, Statement of Budgetary Resources;</li> <li>• TFM Volume I, Part 2, Chapter 4200, Agency Reporting on Unexpended Balances of Appropriations and Funds (Federal Agencies' Centralized Trial-Balance System II, FMS 2108: Year-End Closing Statement) (T/L 665);</li> <li>• SFFAS 7: Accounting for Revenue and Other Financing Sources and Concepts for Reconciling Budgetary and Financial Accounting;</li> <li>• TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.</li> </ul>
2.2.1	Establishing Payables	2.2.1.1	DI	<p>Capture Federal Government unique recipient information (for example, Federal vendor registration attributes, such as Data Universal Numbering System (DUNS) and the type of relationship with the U.S. Federal Government, grant recipient information) consistent with that required to support the payment management and invoice processing activities defined in 5 CFR 1315, the Federal Acquisitions Regulation (FAR), and the TFM.</p>	<ul style="list-style-type: none"> <li>• TFM Volume I, Part 4A, Chapter 2000, Overall Disbursing Rules for Federal Agencies;</li> <li>• FAR Subpart 4.11, Central Contractor Registration;</li> <li>• Central Contractor Registration User Guide;</li> <li>• 5 CFR 1315.4, Prompt Payment, Prompt Payment Standards and Required Notices to Vendors;</li> <li>• TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.</li> </ul>

## Federal Financial Management System Requirements

2.2.1.2	DI	Capture Federal Government unique payment information (for example, appropriation and fund) to support payment reports consistent with the TFM.	<ul style="list-style-type: none"> <li>• TFM Volume I, Part 2, Chapter 3100, Instructions for Disbursing Officers' Reports;</li> <li>• TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.</li> </ul>
2.2.1.3	P	Determine proper payable amount and other payable information consistent with FASAB Handbook and as specified in the TFM.	<ul style="list-style-type: none"> <li>• TFM Volume I, Part 4A, Chapter 3000, Requirements for Scheduling Payments Disbursed by the Financial Management Service (FMS);</li> <li>• TFM Volume I, Part 4A, Chapter 2000, Overall Disbursing Rules for Federal Agencies, Section 2070;</li> <li>• SFFAS 1: Accounting for Selected Assets and Liabilities;</li> <li>• SFFAS 2: Accounting for Direct Loans and Loan Guarantees;</li> <li>• SFFAS 5: Accounting for Liabilities of the Federal Government;</li> <li>• SFFAS 12: Recognition of Contingent Liabilities Arising from Litigation: An Amendment of SFFAS 5, Accounting for Liabilities of the Federal Government;</li> <li>• SFFAS 17: Accounting for Social Insurance;</li> <li>• SFFAS 18: Amendments to Accounting Standards for Direct Loans and Loan Guarantees in SFFAS 2;</li> <li>• SFFAS 19: Technical Amendments to Accounting Standards for Direct Loans and Loan Guarantees in SFFAS 2.</li> </ul>
2.2.1.4	DO	Provide payable data required to post GL transactions consistent with USSGL transaction codes, transaction categories (for example, disbursements and payables), and transaction subcategories	<ul style="list-style-type: none"> <li>• USSGL TFM S2 12-03 (August 2012), Part I, Fiscal 2012 Reporting, Section III: Account Transactions and Section IV: Account Attributes for USSGL Proprietary Account and FACTS II Reporting;</li> <li>• TFM Bulletin No. 2012-08, Volume I, The</li> </ul>

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				(for example, payments/purchases) as defined in the TFM.	Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.
2.2.2	Making Payments	2.2.2.1	DI	Capture Federal Government unique invoice prompt payment information (for example, invoice receipt date, discount, applicable interest rate determined per Government formula, and accelerated payment) to support payment of invoices as specified in the CFR.	<ul style="list-style-type: none"> <li>5 CFR 1315, Prompt Payment: 1315.9 Required documentation, 1315.10 Late payment interest penalties, 1315.11 Additional penalties, and 1315.5 Accelerated payment methods.</li> </ul>
		2.2.2.2	P	Determine disbursement terms and amounts in accordance with the terms of the contract or agreement, and based on determination of invoice term, payment date, interest or penalty applicable, and amount as specified in the CFR.	<ul style="list-style-type: none"> <li>5 CFR 1315.4, Prompt Payment Standards and Required Notice to Vendors.</li> </ul>
		2.2.2.3	DO	Provide certified payment transaction information for the disbursing office to make disbursements as specified in the TFM.	<ul style="list-style-type: none"> <li>TFM Volume I, Part 4A, Chapter 2000, Overall Disbursing Rules for Federal Agencies;</li> <li>TFM Volume I, Part 4A, Chapter 3000, Requirements for Scheduling Payments Disbursed by the Financial Management Service (FMS);</li> <li>TFM Volume I, Part 4, Chapter 4500, Government Purchase Cards;</li> <li>TFM Volume I, Part 4A, Chapter 3000, Requirements for Scheduling Payments Disbursed by the Financial Management Service (FMS).</li> </ul>
		2.2.2.4	DO	<i>Agencies for which Treasury does not disburse (for example, the Department of Defense):</i> Provide payment disbursement forms that include payment transactions consistent with Government Accountability Office (GAO) policy and procedures and as specified in the TFM.	<ul style="list-style-type: none"> <li>TFM Volume I, Part 4A, Chapter 2000, Overall Disbursing Rules for Federal Agencies;</li> <li>TFM Volume I, Part 6, Chapter 8500, Cash Forecasting Requirements, Section 8530—General Large Dollar Notification Reporting Requirements for Deposits and Disbursements;</li> <li>Title 7 of GAO Policy and Procedures Manual for</li> </ul>

## Federal Financial Management System Requirements

				Guidance of Federal Agencies, Chapter 6, Disbursements.	
		2.2.2.5	DI	<p><i>Agencies for which Treasury disburses:</i> Capture disbursement identifying and status information to reconcile agency payments with Treasury disbursements.</p>	<ul style="list-style-type: none"> <li>TFM Volume I, Part 2, Chapter 5100, Reconciling Fund Balance with Treasury Accounts.</li> </ul>
		2.2.2.6	DO	<p>Provide payment data required to post GL transactions consistent with USSGL accounts (for example, accrued interest payable - debt, disbursements in transit, delivered orders - obligations, paid), account attributes, account transaction categories (for example, disbursements and payables, collections and receivables, and accruals/nonbudgetary transfers other than disbursements and collections), and account transaction subcategories (for example, payments/purchases, payables/accrued liabilities, and receipts) as defined in the TFM.</p>	<ul style="list-style-type: none"> <li>USSGL TFM S2 12-03 (August 2012), Part I, Fiscal 2012 Reporting, Section III: Account Transactions and Section IV: Account Attributes for USSGL Proprietary Account and FACTS II Reporting;</li> <li>TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.</li> </ul>
2.2.3	Reporting on Payments	2.2.3.1	DO	<p><i>Agencies for which Treasury does not disburse:</i> Provide disbursement summary and detail data as specified in the TFM.</p>	<ul style="list-style-type: none"> <li>TFM Volume I Part 2, Chapter 3100, Instructions for Disbursing Officers' Reports.</li> </ul>
		2.2.3.2	DO	<p><i>Agencies for which Treasury disburses:</i> Provide payment transaction information at the required account classification level (for example, appropriation, fund, and receipt) and subclass code as specified in the TFM.</p>	<ul style="list-style-type: none"> <li>TFM Volume I, Part 2, Chapter 3300, Statement of Transactions (FMS 224) Reporting by Agencies for Which the Treasury Disburses;</li> <li>TFM Volume I, Part 6, Chapter 8500, Cash Forecasting Requirements, Section 8530—General Large Dollar Notification Reporting Requirements for Deposits and Disbursements.</li> </ul>
		2.2.3.3	DO	<p>Provide improper payment information as specified in OMB Circular No. A-123 and the TFM.</p>	<ul style="list-style-type: none"> <li>TFM Volume I, Part 4, Chapter 2100, Submitting Required Improper Payments Information for Publication on the PaymentAccuracy.Gov Web</li> </ul>

## Federal Financial Management System Requirements

					<ul style="list-style-type: none"> <li>Site;</li> <li>• OMB Circular No. A-123, Managements Responsibility for Internal Control, Appendix C, Requirements for Effective Measurement and Remediation of Improper Payments.</li> </ul>
2.2.4	Establishing Receivables	2.2.4.1	DI	<p>Capture Federal Government receivable information (for example, receivable type and customer information) to support agency management of and reporting on receivables to Treasury consistent with the TFM and as required by OMB Circular No. A-129 and the CFR.</p>	<ul style="list-style-type: none"> <li>• TFM Volume I, Part 2, Chapter 4100, Debt Management Reports;</li> <li>• TFM Volume I, Part 2, Chapter 4100, Supplement, Instructional Workbook for Preparing the "Treasury Report on Receivables and Debt Collection Activities," Part I, Status of Receivables;</li> <li>• OMB Circular No. A-129, Policies for Federal Credit Programs and Non-Tax Receivables, Appendix A, Part IV, Managing the Federal Government's Receivables;</li> <li>• SFFAS 7: Accounting for Revenue and other Financing Sources;</li> <li>• CFR, Title 4, Chapter II, Part 102, Standards for the Administrative Collection of Claims.</li> </ul>
		2.2.4.2	P	<p>Determine receivable amount, including penalty and interest, and other receivable information consistent with OMB Circular No. A-129, the FASAB Handbook, and the CFR.</p>	<ul style="list-style-type: none"> <li>• OMB Circular No. A-129, Policies for Federal Credit Programs and Non-Tax Receivables, Appendix A, Part IV, Managing the Federal Government's Receivables;</li> <li>• OMB Circular No. A-129, Policies for Federal Credit Programs and Non-Tax Receivables, Appendix A, Part V, Delinquent Debt Collection;</li> <li>• SFFAS 1: Accounting for Selected Assets and Liabilities, Accounts Receivable;</li> <li>• SFFAS 7: Accounting for Revenue and other Financing Sources;</li> <li>• CFR, Title 4, Chapter II, Part 102, Standards for the Administrative Collection of Claims.</li> </ul>

## Federal Financial Management System Requirements

		2.2.4.3	DO	Provide receivable data required to post GL transactions consistent with USSGL transaction codes, transaction categories (for example, collections and receivables), and transaction subcategories (for example, receivables/accrued revenue) as defined in the TFM.	<ul style="list-style-type: none"> <li>• USSGL TFM S2 12-03 (August 2012), Part I, Fiscal 2012 Reporting, Section III: Account Transactions and Section IV: Account Attributes for USSGL Proprietary Account and FACTS II Reporting;</li> <li>• TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.</li> </ul>
2.2.5	Managing Debt	2.2.5.1	DI	Capture debt category (for example, bankruptcy and at private collection agency) to support debt reporting consistent with the TFM.	<ul style="list-style-type: none"> <li>• TFM Volume I, Part 2, Chapter 4100, Debt Management Reports;</li> <li>• TFM Volume I, Part 2, Chapter 4100 Supplement, Instructional Workbook for Preparing the Treasury Report on Receivables and Debt Collection Activities, Parts I and II.</li> </ul>
		2.2.5.2	P	Match delinquent debtor information with payment recipient information within and between Federal agencies to effect administrative debt offsets (for example, by administrative wage garnishment and request for paying agency to collect the offset) as required by the CFR as well as OMB Circular No. A-129, and consistent with the TFM.	<ul style="list-style-type: none"> <li>• TFM Volume I, Part 2, Chapter 4100, Debt Management Reports;</li> <li>• TFM Volume I, Part 2, Chapter 4100 Supplement, Instructional Workbook for Preparing the Treasury Report on Receivables and Debt Collection Activities Part II;</li> <li>• OMB Circular No. A-129, Policies for Federal Credit Programs and Non-Tax Receivables, Appendix A, Part V, Delinquent Debt Collection;</li> <li>• CFR Title 4, Chapter II, Part 102, Standards for the Administrative Collection of Claims.</li> </ul>
		2.2.5.3	P	Determine allocation of amounts collected (for example, first to penalties and administrative costs, second to interest, then to accounts receivable) as specified in the CFR.	<ul style="list-style-type: none"> <li>• CFR Title 4, Chapter II, Part 102, Standards for the Administrative Collection of Claims;</li> <li>• CFR, Title 4, Chapter II, Part 102, Section 13 Interest, Penalties, and Administrative Costs, Standards for the Administration Collection of Claims.</li> </ul>
		2.2.5.4	P	Deposit collections [for example, checks, cash, and automated clearing house (ACH)] received as specified in the TFM.	<ul style="list-style-type: none"> <li>• TFM Volume I, Part 5, Deposit Regulations;</li> <li>• TFM Volume I, Part 5, Chapter 4000, Making Deposits.</li> </ul>

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		2.2.5.5	DI	Capture deposit identifying and status information to reconcile agency deposits with Treasury account balances.	<ul style="list-style-type: none"> <li>TFM Volume I, Part 2, Chapter 5100, Reconciling Fund Balance With Treasury Accounts.</li> </ul>
		2.2.5.6	P	Refer debt for collection (for example, to Treasury if delinquent more than 180 days and to Department of Justice whenever agency determines debt is uncollectable) as required by OMB Circular No. A-129 and consistent with the TFM.	<ul style="list-style-type: none"> <li>TFM Volume I, Part 2, Chapter 4100 Supplement, Instructional Workbook for Preparing the Treasury Report on Receivables and Debt Collection Activities, Parts I and II;</li> <li>OMB Circular No. A-129, Policies for Federal Credit Programs and Non-Tax Receivables.</li> </ul>
		2.2.5.7	DO	Provide debt management data required to post GL transactions consistent with USSGL transaction codes, transaction categories (for example, adjustments/writeoffs/reclassification), and transaction subcategories (for example, writeoffs) as defined in the TFM.	<ul style="list-style-type: none"> <li>USSGL TFM S2 12-03 (August 2012), Part I, Fiscal 2012 Reporting, Section III: Account Transactions and Section IV: Account Attributes for USSGL Proprietary Account and FACTS II Reporting;</li> <li>TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.</li> </ul>
2.2.6	Reporting on Debt	2.2.6.1	DO	Provide receivable and collection status data to support the receivable and collection reporting activities as defined in OMB Circular No. A-129 and as specified in the TFM.	<ul style="list-style-type: none"> <li>TFM Volume I, Part 2, Chapter 4100, Debt Management Reports;</li> <li>TFM Volume I, Part 2, Chapter 4100 Supplement, Instructional Workbook for Preparing the Treasury Report on Receivables and Debt Collection Activities, Parts I and II;</li> <li>OMB Circular No. A-129, Policies for Federal Credit Programs and Non-Tax Receivables, Appendix A, Part IV, Managing the Federal Government's Receivables.</li> </ul>
		2.2.6.2	DO	Provide deposit summary and detail data [for example Statement of Transactions, Statement of Transactions According to Appropriations, Funds and Receipt Accounts (Foreign Service Account)] as specified in the TFM.	<ul style="list-style-type: none"> <li>TFM Volume I, Part 5, Deposit Regulations;</li> <li>TFM Volume I, Part 2, Chapter 3100, Instructions for Disbursing Officers' Reports;</li> <li>TFM Volume I, Part 2, Chapter 3300, Statement of Transactions (FMS 224) Reporting by Agencies for Which the Treasury Disburses.</li> </ul>

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2.3.1	Reconciling Fund Balance With Treasury	2.3.1.1	DI	Capture Treasury's GL account balance and transaction data for the agency as specified in the TFM.	<ul style="list-style-type: none"> <li>• TFM Volume I, Part 2, Chapter 5100, Reconciling Fund Balance With Treasury Accounts;</li> <li>• TFM Volume I, Part 2, Chapter 5100 Supplement, Fund Balance With Treasury Reconciliation Procedures: A Supplement to I TFM 2-5100, Reconciling Fund Balance With Treasury Accounts.</li> </ul>
		2.3.1.2	P	Perform monthly reconciliation of Treasury and agency GL account balances and transactions consistent with the FASAB Handbook and as specified in the TFM.	<ul style="list-style-type: none"> <li>• TFM Volume I, Part 2, Chapter 5100, Reconciling Fund Balance with Treasury Accounts;</li> <li>• TFM Volume I, Part 2, Chapter 5100 Supplement, Fund Balance with Treasury Reconciliation Procedures: A Supplement to I TFM 2-5100, Reconciling Fund Balance with Treasury Accounts;</li> <li>• SFFAS 1: Accounting for Selected Assets and Liabilities.</li> </ul>
		2.3.1.3	DO	Provide GL account, disbursement, and deposit reconciliation worksheets consistent with the TFM.	<ul style="list-style-type: none"> <li>• TFM Volume I, Part 2, Chapter 5100, Reconciling Fund Balance With Treasury Accounts;</li> <li>• TFM Volume I, Part 2, Chapter 5100 Supplement, Fund Balance With Treasury Reconciliation Procedures: A Supplement to I TFM 2-5100, Reconciling Fund Balance With Treasury Accounts, Appendix 1.</li> </ul>
		2.3.1.4	DO	Provide fund balance adjustment data required to post GL transactions consistent with USSGL transaction codes, account categories (for example, funding), and account subcategories (for example, budgetary resources other than collections) as defined in the TFM.	<ul style="list-style-type: none"> <li>• USSGL TFM S2 12-03 (August 2012), Part I, Fiscal 2012 Reporting, Section III: Account Transactions and Section IV: Account Attributes for USSGL Proprietary Account and FACTS II Reporting;</li> <li>• TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management Service, Accounting Data Standards and Financial Data Registry.</li> </ul>
2.3.2	Verifying Traceability	2.3.2.1	P	Verify that GL account balances can be traced to aggregated or discrete transactions in agency programmatic systems and that the aggregated or discrete transactions can be traced to the point of entry and source documents	<ul style="list-style-type: none"> <li>• TFM Volume I, Part 2, Chapter 5100, Reconciling Fund Balance With Treasury Accounts;</li> <li>• TFM Volume I, Part 2, Chapter 5100 Supplement, Fund Balance With Treasury Reconciliation Procedures: A Supplement to I TFM 2-5100, Reconciling Fund Balance With Treasury Accounts.</li> </ul>

## Federal Financial Management System Requirements

		consistent with the TFM.			
		2.3.2.2	P	<p>Verify that financial statements and other required financial and budget reports can be traced to GL account balances as required by OMB Circular No. A-123 and as specified in the TFM.</p>	<ul style="list-style-type: none"> <li>• OMB Circular No. A-123, Part III, Assessing Internal Control Over Financial Reporting, Item C, Evaluating Internal Controls at the Process, Transaction or Application Level;</li> <li>• USSGL TFM S2 12-03 (August 2012), Part I, Fiscal 2012 Reporting, Section IV USSGL Account Attributes for USSGL Proprietary Accounts and FACTS II Reporting;</li> <li>• USSGL TFM S2 12-03 (August 2012), Part I, Fiscal 2012 Reporting, Section V USSGL Crosswalks to Standard External Reports;</li> <li>• USSGL TFM S2 12-03 (August 2012), Part I, Fiscal 2012 Reporting, Section VI USSGL Crosswalks -- Reclassified Statements.</li> </ul>
2.4.1.	Securing Financial Management System Information	2.4.1.1	P	<p>Provide and monitor Federal information system security controls consistent with information system category (low, moderate, high), impact on security objectives (confidentiality, integrity, availability), and minimum security requirements (for example, access control, configuration management, and incident response) as specified by National Institute of Standards and Technology and consistent with OMB Circular No. A-130.</p>	<ul style="list-style-type: none"> <li>• NIST SP 800-53, Recommended Security Controls for Federal Information Systems;</li> <li>• NIST Federal Information Processing Standards (FIPS) Publication 199, Standards for Security Categorization of Federal Information and Information Systems;</li> <li>• NIST FIPS Publication 200, Minimum Security Requirements for Federal Information and Information Systems;</li> <li>• OMB Circular No. A-130, Management of Federal Information Resources.</li> </ul>
		2.4.1.2	P	<p>Provide and monitor protection of personally identifiable information about individuals collected, maintained, used, and disseminated by the Federal Financial Management System in support of the</p>	<ul style="list-style-type: none"> <li>• OMB Circular No. A-130, Management of Federal Information Resources, Part 8.a., Information Management Policy;</li> <li>• OMB Circular No. A-130, Management of Federal Information Resources, Appendix I, Federal Agency</li> </ul>

## Federal Financial Management System Requirements

Privacy Act and consistent with OMB  
Circular No. A-130.

Responsibilities for Maintaining Records About  
Individuals.

# Federal Financial Management System Requirements

## Legislation References

### Federal Legislation

Accountability of Tax Dollars Act of 2002 (ADTA) (Pub. L. No. 107-289)

Budget and Accounting Act of 1921, as amended Budget and Accounting Procedures Act of 1950 (Pub. L. No. 81-784)

Cash Management Improvement Act of 1990 (CMIA) (Pub. L. No. 101-453), extended by the Cash Management Improvement Act Amendments of 1992 (Pub. L. No. 102-589)

Chief Financial Officers Act of 1990 (Pub. L. No. 101-576)

Clinger-Cohen Act of 1996 (Information Technology Management Reform Act, Division E of Pub. L. No. 104-106)

Computer Security Act of 1987 (Pub. L. No. 100-235)

Debt Collection Improvement Act of 1996 (Pub. L. No. 104-134)

Credit Reform Act of 1990 (Pub. L. No. 101-508)

Federal Financial Management Improvement Act of 1996 (Pub. L. No. 104-208)

Federal Managers' Financial Integrity Act of 1982 (Pub. L. No. 97-255)

Federal Records Act of 1950, as amended (Records Management by Federal Agencies, 44 U.S.C. § 3101 et seq.)

Freedom of Information Act and Amendments of 1974 (Pub. L. No. 93-502) (5 U.S. C. § 552)

Government Management Reform Act of 1994 (Pub. L. No. 103-356)

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Government Paperwork Elimination Act of 1998 (Pub. L. No. 105-277)

Government Performance and Results Modernization Act of 2010 (Pub. L. No. 111-352) amending the Government Performance and Results Act of 1993 (Pub. L. No. 103-62)

Improper Payments Elimination and Recovery Act of 2010 (IPERA) (P.L. 111-204) amending the Improper Payments Information Act of 2002 (IPIA) (Pub. L. No. 107-300)

Office of Federal Procurement Policy Act (41 U.S.C. Chapter 7)

Omnibus Reconciliation Act of 1993 (Pub. L. No. 103-66)

Paperwork Reduction Reauthorization Act of 1986 (Pub. L. No. 104-13)

Prompt Payment Act of 1982 and Amendments of 1996 (Pub. L. No. 97-177)

Rehabilitation Act Amendments of 1998 (Workforce Investment Act) (Pub. L. No. 106-246)

Internal Revenue Service Restructuring and Reform Act of 1998 (IRS RRA) (Pub. L. No. 105-206)

### U.S. Code

5 U.S.C. § 552 contains provisions of the Freedom of Information Act.

31 U.S.C. § 1301(a) (the “Purpose Statute”) requires that monies be expended only for purposes for which appropriations were made.

31 U.S.C. §§ 1341, 1342, 1349-51, and 1511-19 (jointly referred to as the “Anti-deficiency Act”) prohibit obligating more money than an agency has or before it gets the money, accepting voluntary services or monies not specifically allowed by law, and obligating more money than has been appropriated or allotted in a time period.

## Federal Financial Management System Requirements

31 U.S.C. § 1501 (the “Recording Statute”) requires that an obligation be recorded when, and only when, it is supported by written evidence of a binding agreement (an offer and its acceptance) for goods or services for a purpose authorized in the appropriation.

31 U.S.C. § 1502 (a) (the “Bona Fide Needs Statute”) requires that obligations against an appropriation be limited to a specific time period and that obligations be charged to the appropriation in force when the obligation is made.

31 U.S.C. §§ 1551-1557 (Closed Accounts subchapter) contains the M-year legislation which requires that all Federal agencies close fixed-year appropriation accounts and cancel any remaining balances by September 30<sup>th</sup> of the 5<sup>th</sup> year after the period of availability began.

31 U.S.C. § 3302 (b) (the “Miscellaneous Receipts (Deposit) Statute”) requires that, except for trust funds and revolving funds, collected monies from any source be deposited in the Treasury as soon as practicable without deduction for any charge or claim.

31 U.S.C. § 3512 Requires the head of each executive agency to establish and maintain systems of accounting and internal control designed to provide effective control over, and accountability for, all assets for which the agency is responsible.

44 U.S.C. § 3101 addresses records management with Federal agencies.

4 CFR 102 – Standards for the Administrative Collection of Claims

5 CFR Part 1315 is the codification of former OMB Circular A-125, *Prompt Payment*

36 CFR 1194: Electronic and Information Technology Accessibility Standards, Subpart B, Technical Standards --- Purpose is to implement section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d)

### Standards of Federal Financial Accounting Standards

SSFAS 1, Accounting for Selected Assets and Liabilities

SSFAS 2, Accounting for Direct Loans and Loan Guarantees

SSFAS 3, Accounting for Inventory and Related Property

## **Federal Financial Management System Requirements**

SSFAS 4, Managerial Cost Accounting Concepts and Standards

SSFAS 5, Accounting for Liabilities of the Federal Government

SSFAS 6, Accounting for Property, Plant, and Equipment

SSFAS 7, Accounting for Liabilities of the Federal Government

SSFAS 8, Supplementary Stewardship Reporting

SSFAS 11, Amendments to Accounting for Property, Plant, and Equipment

SSFAS 12, Recognition of Contingent Liabilities Arising from Litigation: An Amendment of SFFAS 5, Accounting for Liabilities of the Federal Government

SSFAS 15, Management's Discussion and Analysis

SSFAS 16, Amendments to Property, Plant, and Equipment—Measuring and Reporting for Multi-use Heritage Assets: Amending SSFAS 6 and SSFAS 8 Accounting for Property, Plant, and Equipment and Supplementary Stewardship Reporting

SSFAS 17, Accounting for Social Insurance

SSFAS 18, Amendments to Accounting Standards for Direct Loans Guarantees in SSFAS 2

SSFAS 19, Technical Amendments of Accounting Standards for Direct Loans and Loan Guarantees in SFFAS 2

SSFAS 24, Selected Standards for the Consolidated Financial Report of the United States Government

SSFAS 27, Identifying and Reporting Earmarked Funds

SSFAS 29, Heritage Assets and Stewardship Land

SSFAS 30, Inter-Entity Cost Implementation: Amending SFFAS 4, Managerial Cost Accounting Standards and Concepts

## **Federal Financial Management System Requirements**

SSFAS 31, Accounting for Fiduciary Activities

SSFAS 35, Estimating the Historical Cost of General Property, Plant, and Equipment

SSFAS 38, Accounting for Federal Oil and Gas Resources

SSFAS 43, Dedicated Collections: Amending SFFAS 27, Identifying and Reporting Earmarked Funds

### **Office of Management and Budget Guidance**

OMB Circular A-11, Preparation, Submission, and Execution of the Budget

OMB Circular A-25, User Changes

OMB Circular A-109, Policies for Acquiring Major Systems

OMB Circular A-123, Management Accountability and Control

OMB Circular A-123, Appendix A, Improving the Management of Government Charge Card Programs

OMB Circular A-123, Appendix C, Requirements for Effective Measurement and Remediation of Improper Payments

OMB Circular A-127, Financial Management Systems (Revised)

OMB Circular A-129, Policies for Federal Credit Programs and Non-tax Receivables

OMB Circular A-130, Management of Federal Information Resources

OMB Circular A-134, Financial Accounting Principles and Standards

## **Federal Financial Management System Requirements**

OMB Circular A-136, Financial Reporting Requirements

### **Treasury Financial Manual**

I TFM-2-3100, Instructions for Disbursing Officers' Reports

I-TFM-2-3300, Reports of Agencies for which the Treasury Disburses

I-TFM-2-4000, Federal Agencies' Centralized Trial-Balance System

I-TFM-2-4100, Debt Management Reports; and Chapter 4100 Supplement, Instructional Workbook for Preparing the Treasury Report on Receivables and Debt Collection Activities, Parts I and II

I-TFM-2-5100, Reconciling Fund Balance with Treasury Accounts; and Chapter 5100 Supplement, Fund Balance with Treasury Reconciliation Procedures

I-TFM-4-4500, Government Purchase Cards

I-TFM-4A-2000, Overall Disbursing Rules for Federal Agencies

I-TFM-4A-3000, Requirements for Scheduling Payments Disbursed by the Financial Management Service (FMS)

I-TFM-5, Deposit Regulations; (Chapter 4000, Making Deposits)

I-TFM-6-5000, Administrative Accounting Systems Requirements

I-TFM-6-8040, Disbursements

I-TFM-6-8500, Cash Forecasting Requirements

TFM Bulletin No. 2012-08, Volume I, The Department of the Treasury, Financial Management

## **Federal Financial Management System Requirements**

Service, Accounting Data Standards and Financial Data Registry

USSGL TFM S2 12-03 (August 2012), Part I Fiscal 2012 Reporting, Section I: Chart of Accounts (includes Cover Page) and Section II: Accounts and Definitions (includes cover page)

USSGL TFM S2-12-03 (August 2012), Part I Fiscal 2012 Reporting, Section III: Account Transactions

USSGL TFM S2 12-03 (August 2012), Part I Fiscal 2012 Reporting, Section IV: Account Attributes for USSGL Proprietary Account and FACTS II Reporting

### **Other Federal Standards, Guidelines, and Regulations**

Electronic and Information Technology Accessibility Standards (issued by the Architectural and Transportation Barriers Compliance Board)

Federal Acquisition Regulation (FAR 4.11) Central Contractor Registration

Federal Regulations established by the National Archives and Records Administration

National Institute of Standards and Technology--- NIST SP 800-53

National Institute of Standards and Technology--- NIST FIPS-Pub 199

National Institute of Standards and Technology--- NIST FIPS-Pub 200

Rules related to payment formats issued by The Electronic Payments Association (also called NACHA)

Title 7 of GAO Policy & Procedures Manual for Guidance of Federal Agencies, Chapter 6, Disbursements