

PCPN #FY04-14 December 15, 2003 POSSIBLE INVOICE PROCESSING CHANGE IN STARS

Note: Level 3 APCs - IT IS YOUR RESPONSIBILITY TO GIVE THIS NOTICE WIDEST DISSEMINATION TO PROGRAM PARTICIPANTS TO INCLUDE APCs, AOs, and CHs IN YOUR HIERARCHY

A conference call was held on December 2, 2003, between the DON eBusiness office, DFAS, FMO, NAVSISA and NETC, to discuss the issue of how invoices in STARS One Pay (DFAS) are paid and liquidated. Currently, all Purchase Card invoice transactions are hard coded with a "P" (Partial) in the Partial / Final indicator on the incoming EDI (Electronic Data Interchange) 810 UDF (User Defined File) from the bank. When any bill gets paid through One Pay as a "P" (Partial), any residual amount left in obligation in STARS is not liquidated. For all remaining balances, a manual adjustment to the STARS-FL Accounting system, as well as any financial feeder system need to be processed. This does cause extra work to be performed, and also potential problems if accurate balances aren't shown in one or both systems. Since CitiBank only ever issues one bill against a given Purchase card Transaction, a suggestion has been made to make Purchase card payments post as an "F" (Final) in STARS One Pay. DAASC is responsible for mapping all Purchase Card EDI files into a UDF, and for the routing of the files to the appropriate location. The DON eBusiness office has contacted DAASC, and they indicated that it would be possible to add some logic to their process, so that all STARS Invoice transactions on the 810 UDF having a "CC" in positions 9 and 10 of the SDN (Standard Document Number) would come through as an "F" (Final). Any Fleet invoices, those coming from SALTS, would not get changed and would remain paid as a "P" (Partial).

It was the recommendation of all parties on the conference call to send out a notice to all Major Claimants in order to solicit feedback prior to making this change. Please discuss this possible change with someone from your accounting area. If you have any questions or concerns, the Point of Contact can be reached at commercial 717-605-3125, DSN 430-3125 or reply to this email.

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