**VBA Payment Research Webinar Training**

**Frequently Asked Questions**

**Resource Guide**

**February 2019**

**Sponsored by:**

* Veterans Benefits Administration (VBA)
* Office of Financial Management (OFM)
* VBA Administrative and Loan Accounting Center (ALAC)

This resource guide provides answers to questions asked during the Payment Research Webinar Training delivered by Administrative Accounting Division (AAD) from VBA Administrative and Loan Accounting Center (ALAC) on February 21, 2019. The questions are listed in the asked in on the whiteboard during the training.

## VBA Questions and Answers (Q&A)

| **Payment Research Question** | **Payment Research Answer** |
| --- | --- |
| Can you be in VEN2 FMS table and leaf to VNAM? | Yes, you may use leaf from a record on one table (VEN2) to the same record on another table (VNAM). |
| When would we ever select FINAL in a CT payment? Should we use FINAL instead of de-obligation? | Stations should **never** select FINAL when processing CT payments because contracting must close out all contracts. The proper action is work with Contracting to de-obligate accordingly.  Selecting ‘Final’ for Requisition obligations put the agency at risk of creating illegal contract actions that could result in an Anti-deficiency Act violation. ALAC provided these instructions in an email to the field on November 5, 2018. |
| What FMS table list reason codes for payment cancellation? Are these codes different than TCIS codes? | FMS CXRC Table provides the list of reason codes for EFT and Check cancellations. The codes in FMS are different from the codes in the Treasury Check Information System (TCIS). For example, in FMS the B code stands for Better Address and in TCIS it’s coded as 02 for undeliverable. |
| In RSD F850 report, what is document type? | Document Type T is for obligations that were established with a VA Form 1358 and Type C is for form 2237. |
| Can station employees get access to VEN2 as well as VEND? | Stations may obtain access to the FMS VEN2. However, the VEND table is not authorized for stations due personal identifying information. |
| Is there a diagram of the tables that you use if you wanted to start at vendor code and work your way all the way through the payment check or EFT number? | See attachment |
| How soon after a payment is processed can you review it? | If the payment is processed in CAATS, the station can view in FMS the next business day. If the payment was processed in FMS directly, the station can view the same day. |
| If the vendor # shows block. Generally, we call the Vendor and at times it takes a while for them to change it or update. Reject need to clear. What will be the best action in this type of scenario? The station is limited but we need to clear the reject. | Before a WV Payment is processed in CWINRs, the station should confirm in FMS that the vendor code is NOT blocked. This will prevent FMS rejects for WV Payments.  If the vendor is blocked, they may need to update their vendor file using [VA Form 10091](https://www.va.gov/vaforms/va/pdf/VA10091.pdf). All CWINRS vendors must check the WINRS box – in the Miscellaneous Actions section – to ensure their vendor file is set up correctly. |
| If you see incorrect information on the UDDT table for the ZS and ZE payments, what do you suggest is the best way to correct it? | If information is incorrect on the UDDT table regarding a ZE or ZS payment (UDN) is due to one of the following: (1) The station keyed the wrong UDN, in this case – the station coordinates with ALAC to update the UDN in FMS (ZE/ZS); or (2) ALAC incorrectly keyed the wrong UDN. If so, ALAC must reverse the transaction and process correctly. |
| Should we be checking the SPDX and UDDT tables daily? Are there any other tables that we should be checking daily? | Station should review the **UDST Table daily**. The USDT Table provides a complete UDN list in each Suspense Accounts (3875, 3885, 6278 and 6279). The UDDT provides detail regarding a specific UDN within a UDST. |
| Is the CHKH table the only table that shows cancellation/transaction codes? | The CHKH and EFTH table can be used to confirm whether a payment was cancelled. The CHKH is for Checks and the EFTH is for Electronic Transfers. |
| On PCS travel that appears on the F829 report as RO what do we compare the report to? Do we contact the PCS Coordinator for verification? Do we reconcile PCS travel? | PCS Travel is managed by the VAFSC PCS Travel Division. Stations may coordinate any questions regarding PCS Travel through them.  Website: <http://vaww.fscdirect.fsc.va.gov/pcs.asp>  Ph: (512) 460-5282 |