

T-1597

3.14 Electronic Funds Transfer Deposits.

A. Scope.

This chapter prescribes the procedures to be observed by all Bureau of Indian Affairs areas, agencies, and offices concerned with deposits for credit to the Account of the U.S. Treasury through the Treasury Electronic Funds Transfer System (EFTS). Policies governing the procedures included in this chapter are found in Treasury Department Circular No. 1083, which is appended to I TFRM Part 4, Chapter 1000, and I TFRM Part 5, Chapter 4500.

B. Applicability.

The transfer of deposits by Electronic Funds Transfer System to the U.S. Treasury will be effected only in those cases involving Indian tribal trust funds which the Bureau has the responsibility for collecting and depositing.

C. Definitions.

(1) Bureau. This term means the Bureau of Indian Affairs.

(2) Federal Reserve Bank. This term refers to District and Branch banks of the Federal Reserve System.

(3) FRCS Bank. This term refers to a bank which maintains an account at a Federal Reserve bank and which utilizes the Federal Reserve Communication System. (FRCS).

Supplement 3, Release 11 5/4/79

BIAM REISSUE
FEBRUARY 1984

BIA, Office of Planning + Policy Analysis
South Interior Building, Room 52
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(4) Depositor. This term refers to an individual who draws or issues an order of payment to the Bureau of Indian Affairs.

(5) Deposit Ticket. This term refers to the SF-215 "Deposit Ticket" issued by the Department of Treasury.

(6) Agency Location Code (ALC). This term refers to a numeric symbol used to identify accounting reports and documents prepared by or for the Bureau's accounting stations (e.g., eight-digit agency accounting station code, 14200699).

D. Background and Concepts.

The Treasury Electronic Funds Transfer System (EFTS) involves the installation of a computer-to-computer link between the Department of the Treasury and the Federal Reserve Bank of New York utilizing medium-speed communication lines. This system provides the capability for: (1) automated receipt of fund transfers and (2) computer assisted generation of fund transfers between the Treasury, Federal Reserve banks, member banks and others utilizing the Federal Reserve Communication (FRCS). The EFTS also integrates such traffic into the Treasury's Government Wide Accounting System which controls all Federal receipts and outlays. The Treasury maintains an account at the Federal Reserve Bank of New York (FRBNY). As a result, member banks may send fund transfers to the Treasury through the FRCS for credit to the Account of the U.S. Treasury at the FRBNY. Likewise, member banks may receive fund transfers from the Department of the Treasury charging the Account of the U.S. Treasury at the FRBNY. Fund transfers between the Treasury and banks not utilizing the FRCS, are handled through correspondent banks.

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E. Minimum EFTS Deposit.

A minimum deposit of \$25,000 must be made in order to use the the Electronic Funds Transfer System.

F. Advice to Depositors.

All Bureau of Indian Affairs areas, agencies, and offices using EFTS must provide their depositors with the following information:

(1) Name of the receiving FRCS organization (U.S. Treasury Department);

(2) Treasury's EFTS routing number and check digit (0210-3000-4);

(3) Treasury's EFTS telegraphic abbreviation followed by a slash and the Bureau of Indian Affairs' ALC in parentheses after the slash [TREAS NYC/(14200699)].

NOTE: The digits following the slash and enclosed in parentheses () are of vital importance to the Treasury EFTS. If these digits are not furnished, special exception procedures must be initiated by the Department of the Treasury to input the correct ALC. Banks that initiate fund transfers to the Department of the Treasury should ensure that this information is provided. Fund transfers received that do not contain a correct ALC may require the processing of an EFTS service message to the sending bank in order to ascertain this information.

(4) Name of the Government agency which is to receive the funds (Bureau of Indian Affairs; and name of the Indian tribe owning the funds).

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(5) All other identifying information to enable the Bureau of Indian Affairs to identify the deposit. The following identifying information must be provided:

(a) The Bill for Collection number from form DI-1040 if the amount due is prebilled and entered into the Bureau's accounting system.

(b) Complete Bureau Accounting information.

(c) Lease, permit, or other identifying number that identifies the reason for the funds transfer.

(d) Name of Depositor.

Illustration 3 is an example of an notification letter to be sent to depositors. The attached Form 5-4251 Information Sheet for Electronic Fund Transfer Deposits is to be prepared as shown in Illustration 4 by the servicing BIA agency and submitted to the Branch of Finance and Accounting, Box 127, Albuquerque, NM 87103.

G. Advice to Bank That Initiates the EFT.

Depositors may use the bank of their choice for EFTS deposits. Requests will normally be made to banks' "Fedwire" departments. Non-FRCS banks must use correspondent FRCS banks when making an EFTS deposit. The non-FRCS bank must provide the necessary information for the deposit to the FRCS bank. All depositors requesting an EFTS deposit must communicate the above information to the bank which is to initiate the fund transfer. The following example illustrates the required format for this information:

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U.S. Treasury Department
0210-3000-4
TREAS NYC/(14200699)
Bureau of Indian Affairs - (name of Tribe owning funds.)

The identifying information required in F(5) above. There is a maximum limitation of 200 positions for this data.

Note: The identifying information required in F(5) above is of vital importance to the Bureau in properly accounting for EFT deposits. Make sure the depositor understands that the information must be provided to the Bank which is to initiate the fund transfer.

Policies and procedures related to depositors' requests to transmit funds via the EFTS are determined by the bank initiating the transfer, i.e., timing, payment requirements, etc. FRCS banks are subject to the policies and procedures of Federal Reserve banks. Non-FRCS banks must use correspondent FRCS banks for fund transfer activity.

H. Advice to Administering BIA Agency or Office.

The depositor is responsible for notifying the BIA agency or office administering the lease, permit or other rights conveyance which is the reason for the EFTS deposit that a deposit is being made. The notification should be in writing. The written notification may be on the top portion of Form DI 1040, Bill for Collection (clearly marked as an "EFT Deposit" and with the date of deposit) or some other form of written notification. The administering BIA agency or office will be responsible for verifying the deposit by reviewing the monthly journal of transactions, daily input register or monthly accounts receivable report.

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I. Treasury Notification of Deposits.

Each business day as funds transfer messages are received by Treasury from FRCS banks, the messages will be accumulated at the level of the Agency Location Code and a Daily Support Listing of EFT Deposits will be produced which will show all data items for each message received on that day. The daily listing will also show a consolidated total amount representing the total funds transfers received for the Bureau on that day. The total amount shown on the daily listing will support an SF 215 prepared by Treasury. The daily listing and the confirmed SF 215 will be forwarded to the Bureau of Indian Affairs, Branch of Finance and Accounting, Albuquerque, NM where the collections will be entered into the Bureau's accounting system. The entries will appear on the Area daily transaction register. The SF 215 and the daily listing are shown in Illustrations 1 and 2 to this Part.

J. Agency Inquires.

Inquiries concerning EFT deposits will be directed to the Branch of Finance and Accounting, Box 127, Albuquerque, NM 87101, Telephone 505-766-3496, FTS 474-3496.