

Office of the Special Trustee for American Indians
DIRECTIVES SYSTEM MANUAL

Part 503

Trust Services

Chapter 11

Posting of Trust Receipts within Two Business Days

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- 1.1 Purpose.** This policy prescribes the time frame for the posting of the trust receipts to the Trust Funds Accounting System (TFAS) that have been deposited to the U.S. Treasury by the Office of the Special Trustee for American Indians (OST).
- 1.2 Scope.** This policy is applicable to the all OST programs and offices.
- 1.3 Policy.** It is the policy of OST to post trust receipts to TFAS within two business days of their deposit with the U.S. Treasury or within two business days of OST's receipt of advice of an Intra-Governmental Payment and Collection and/or Electronic Funds Transfer transaction. A Special Deposit Account (SDA) may be established for the receipt of these funds **only** for certain exceptions. All three (3) exceptions pertain to pending actions of:
- A. Litigation/Appeal.
 - B. Legal Opinion/Policy Decision.
 - C. Survey Required.
- 1.4 Authority.**
- A. **Statutes.**
 - 1) 25 U.S.C. § 4001, et. seq., American Indian Trust Fund Management Reform Act of 1994, Pub. L. 103-412.
 - B. **Regulations.**
 - 1) 25 CFR Part 115, Trust Funds Management, specifically 25 CFR § 115-702 and § 115-708 – Trust Funds Receipting.
 - C. **Guidance.**
 - 1) Treasury Financial Manual
 - a. Part 5 – Chapters 2000, 3000, and 4000.
 - b. Part 6 – Chapters 8000 and 8030.
 - 2) OST Desk Operating Procedures, Volume I – Income, Section II – Lockbox Receipting.
 - 3) Title 31 U.S.C. – Money and Finance.

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1.5 Mandatory Requirements.

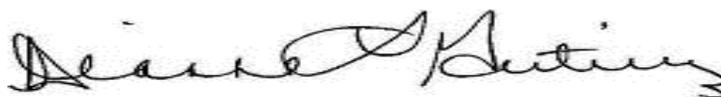
- A. Execution of this policy is dependent upon OST's timely receipt of instructions from the Bureau of Indian Affairs regarding the distribution of funds.
- B. Supporting documentation, such as a Notice of Appeal or Request for Solicitor Opinion, which validates a delay in distribution will be required for each deposit identified to be posted to an SDA.
- C. The Optional Category placed on the SDA account will govern all funds in the identified SDA.

1.6 Roles and Responsibilities.

- A. Deputy Special Trustee, OST establishes the operational policies and procedures for depositing and posting receipts to the U.S. Treasury and TFAS.

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X



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Signed by: DIANNE GUTIERREZ