



BUREAU OF THE
Fiscal Service
U.S. DEPARTMENT OF THE TREASURY

Intra-governmental Transactions Working Group (ITWG)

February 8, 2022

Today's Agenda

- Tentative ITWG Schedule
- Program Updates
- Release 4.4 Coming Soon
- In-Flight Orders Update
- Office Hours
- January Survey Results
- Reference Materials

Tentative ITWG Schedule

- ✓ Dec 14 – Program Updates, In-Flight Orders, 7600EZ Overview, Office Hours, Progress towards the G-Inv Mandate
- ✓ Jan 11 – Program Updates, Order Mod/Revert, Office Hours, Progress towards the G-Inv Mandate, January Survey
- ❑ Feb 8 – Program Updates, Release 4.4 Coming Soon, In-Flight Orders Update, Office Hours, January Survey Results, Reference Materials

Planned Dates: March 8, Apr 12, May 10

Future Topics:

- Post-mandate enhancements



2-3:30 pm ET

Program Updates

- Q2 FY22 Implementation Plans are due to Treasury by March 31st
 - These submissions will be reflected on your Q2 Scorecard
 - **Reminder:** Pull templates from G-Invoicing webpage each quarter to ensure you are submitting the most up-to-date version
 - <https://www.fiscal.treasury.gov/g-invoice/training.html>
- Post-mandate API Specifications published on the G-Invoicing webpage
 - Including: Constructive Order Acceptance, Low Dollar (7600-EZ), and Performance Amount
 - Located under Future G-Invoicing Features/Enhancements
 - <https://www.fiscal.treasury.gov/g-invoice/resources.html#standards>

Program Updates Continued

- Trading Partner Directory and POC Listing on OMB Max updated to reflect Q1 FY22 submissions
 - Please ensure that the correct Agency POCs are included in your Attachment A submissions (Block A5) each quarter
 - Agencies may add a new tab or include a supplemental spreadsheet (if needed)
 - We use this information each quarter to populate the POC listing
 - Sending in POC updates outside the quarterly submissions are acceptable/encouraged; however, agencies need to ensure those updated POCs are reflected on the Attachment A before the next quarter's submission to ensure they aren't overwritten.

Agency G-Invoicing Implementation Plan - Attachment A		
<i>Please provide responses for each Implementation Entity identified in your G-invoicing Implementation Plan.</i>		
Agency Question	Agency Answer	Additional Agency Comments
<u>Implementation Entity Information</u>	<u>Implementation Entity Information</u>	
Q1 Agency Name	A1	
Q2 Agency Identification Code (AID)	A2	
Q3 Implementation Entity Name	A3	
Q4 Agency Location Code (ALC) [multiple codes may be listed]	A4	
Q5 Implementation Entity Contact Name and Phone Number	A5	
Q6 Do you use a Federal Shared Service Provider (ARC, ESC, IBC, USDA)?	A6 SELECT FROM DROPDOWN	

Release 4.4 Coming Soon

- Upcoming Program Objectives (R4.4)
 - GT&C Workflow by Org Group
 - Continue improving user API efficiencies
 - Undelivered Balance enhancements
 - Addressed issues when two Accounting Periods are open
 - More efficient GT&C Summary List page for larger agencies
 - New Report Menu and Performance Report
 - New Supervisor Roles created
 - R4.4 deployment planned for March 3rd (Production) and March 11th (QA-C)
- Release 4.4 Overview Webinars
 - Two dates offered: February 22nd & March 10th
 - Available now for registration at the link provided below
 - <https://fiscal.treasury.gov/training/>



In-Flight Orders



Objective

- Provide options for agencies to create In-Flight Orders (IFO) in G-Invoicing, adjusted to account for Performance to-date

Policy

- TFM mandate for In-Flight Orders extending into FY 2024 to be established in G-Invoicing by October 1, 2023

Agency Options

- A. Manually convert IFOs in your ERP system **for remaining balance only**
- B. Solicit help from your ERP provider or IT department to convert IFOs
- C. Enter each IFO directly into G-Invoicing's user interface
- D. Use new Order Upload feature
- E. Conditionally, use 7600EZ for future billing on IFOs

API

UI

EZ

In-Flight Orders Examples

Advanced

In-flight Order = 1,000,000
Adv = 750,000
Div = 400,000
Rcv = 200,000

Replacement Order of 600,000
entered or uploaded directly into
G-Invoicing¹

Prepaid Advance of 350,000 created
in G-Invoicing¹

Use Case: Adjust prepaid Advance by
-50,000. Adjustments to prepaid
Performance (in G-Invoicing) can
optionally return funds or not

FOB Source

In-flight Order = 1,000,000
Div = 400,000
Rcv = 200,000

Replacement Order for 600,000
balance made in ERP system or
directly in G-Invoicing¹

No Performance History

FOB Destination

In-flight Order = 1,000,000
Div = 400,000
Rcv = 200,000

Replacement Order for 800,000
balance made in ERP system or
directly in G-Invoicing¹

No Performance History

*¹ Assumes that agency is not using ERP system, or their
ERP system can pull down Order or prepaid Performance.*

Office Hours

- G-Invoicing Program conducts virtual Office Hours sessions twice monthly where we host targeted discussions as well as “open-mic” styled discussions
 - Future Topics Include:
 - ~~Approaches to Brokering GT&Cs (February 1st)~~
 - Options for In-Flight Orders Discussion (February 15th)
 - Trading Partner Spotlight: Providing Agencies a platform to discuss their G-Invoicing implementation approach with trading partners. (TBD)
- Note:** If Agencies would like to volunteer for a Trading Partner Spotlight session, please reach out to IGT@fiscal.treasury.gov
- Register for Office Hours here: <https://fiscal.treasury.gov/training/g-invoicing-office-hours.html>

G-Invoicing General Terms & Conditions Webinar Training REGISTER	04/07/2021 04/21/2021 05/05/2021 05/19/2021 06/02/2021 06/16/2021 07/07/2021 07/21/2021 08/04/2021 08/18/2021	Online	Open to all federal agencies	Fiscal Accounting	 IGT@fiscal.treasury.gov
G-Invoicing Office Hours REGISTER	04/06/2021 04/20/2021 05/04/2021 05/18/2021	Online	Open to all federal agencies	Fiscal Accounting	 IGT@fiscal.treasury.gov

January Survey Results

1. With G-Invoicing how does your agency plan on brokering GT&C's?
 - a) Very granular (bureau level) Agreements similar to the current 7600A/B process today
 - 33% of responders indicated this was their intention
 - b) More generic (agency level) Umbrella Agreements
 - 12% of responders indicated this was their intention
 - c) Mix of a & b depending on the need and/or activity
 - 55% of responders indicated this was their intention

2. As a Requesting Agency, are you comfortable with the Servicing Agency collecting/initiating Performance while an Order is being Modified regardless of the reason why it's being Modified?
 - 60% - Yes
 - 33% - No
 - 7% - Depends

January Survey Results Continued

3. As a Servicing Agency, are you comfortable collecting/initiating Performance while an Order is being Modified regardless of the reason why it's being Modified?
- 61% - Yes
 - 35% - No
 - 4% - Depends

Reference Materials

Policy:

TFM Chapter 4700 – Appendix 8

Published:

June 2021 (Updated Annually)

Guidance:

G-Invoicing Program Guide for Basic Accounting and Reporting

Published:

February 2019

G-Invoicing System Integration Guide

Revised:

March 2021

G-Invoicing Rules of Engagement

Revised:

January 2022

The Mandate

- Mandated that all Federal Program Agencies (FPAs) who process IGT Buy/Sell transactions must implement G-Invoicing
<https://tfm.fiscal.treasury.gov/v1/p2/c470.html>

Program Guide

- Provides guidance regarding proper accounting treatment for IGT Buy/Sell transactions processed through G-Invoicing
<https://www.fiscal.treasury.gov/ussgl/resources-g-invoicing-program-guide.html>

System Integration Guide

- Details how FPAs may utilize automated data exchanges to communicate IGT Buy/Sell activities to/from G-Invoicing
<https://fiscal.treasury.gov/files/g-invoice/g-invoicing-system-integration-guidev1.1.pdf>

Rules of Engagement

- Outlines protocol for Trading Partner interaction in support of transitioning IGT Buy/Sell business processes to G-Invoicing
<https://www.fiscal.treasury.gov/files/g-invoice/g-invoicing-rules-of-engagement.pdf>

OMB Max

- Access to the Trading Partner Directory and Agency Implementation Plans
<https://community.max.gov/display/CrossAgencyExternal/Bureau+of+the+Fiscal+Service+G-Invoicing>

Federal Intragovernmental Data Standards (FIDS)

- Defines the data attributes and the system mapping & validation rules for the new IGT Buy/Sell data standard which is implemented through G-Invoicing.
<https://fiscal.treasury.gov/g-invoice/resources.html#standards>

Appendix

- Post-Mandate Work Underway (Slide 14)
- Upcoming Program Objectives (Slide 15)
- Thresholds for Compliance (Slide 16)
- FY23 Non-Impacted Business Lines (Slide 17)
- Progress Towards the G-Inv Mandate (Slide 18)
- Resource, Knowledge, and Training Offerings (Slides 19-21)
- G-Invoicing Program Contacts (Slide 22)

Post-Mandate Work Underway

- Working on post-mandate API Specifications
- Proposed features:
 - In-Flight Orders
 - Low Dollar Purchases (7600-EZ)
 - Constructive Order Acceptance (GSA Rent)
 - Allow Performance against an open Order while it's being modified
 - Allow Order Maintenance while GT&C is being modified
 - Revert a modified GT&C or Order back to open status
 - Allow Zero Quantity Refund
 - Prohibit non-printable characters
 - Budget Object Class – Required (Requesting Agency Only)
 - Validate Line Item Code using Product Service Code
 - Correct rounding issues



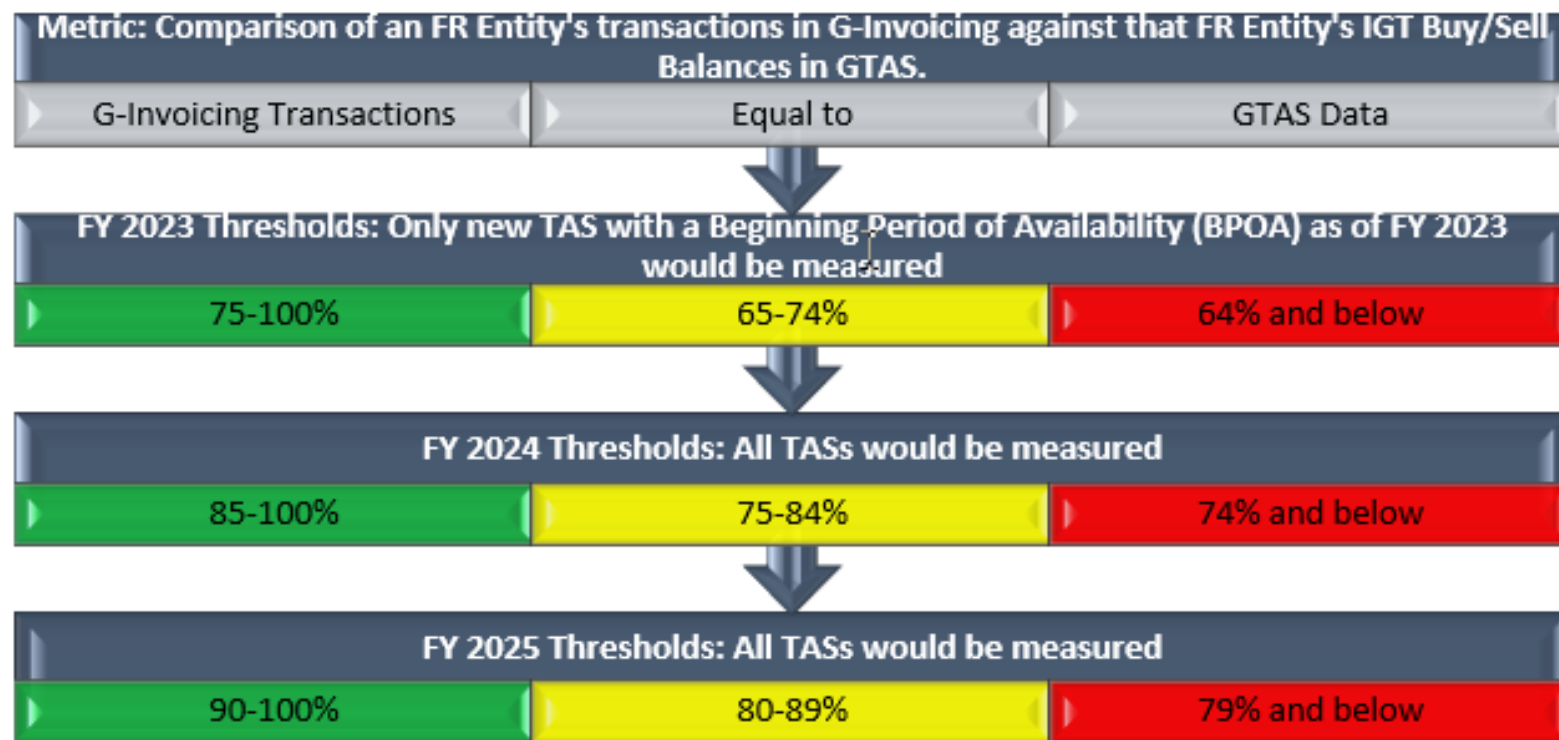
Upcoming Program Objectives

- G-Invoicing Program Guide – Under review for updates
 - Guide for Basic Accounting and Reporting
 - <https://www.fiscal.treasury.gov/ussgl/resources-g-invoicing-program-guide.html>

Thresholds for Compliance

TFM Bulletin 2022-03 (*Published December 14, 2021*)

- Defined the Monitoring and Enforcement metrics for G-Invoicing Mandate Compliance.
<https://tfm.fiscal.treasury.gov/content/tfm/v1/bull/22-03.html>
- Ranges are based on the dollar amount of Buy/Sell activity in G-Invoicing as compared to the FR Entities' GTAS data and will increase each fiscal year.



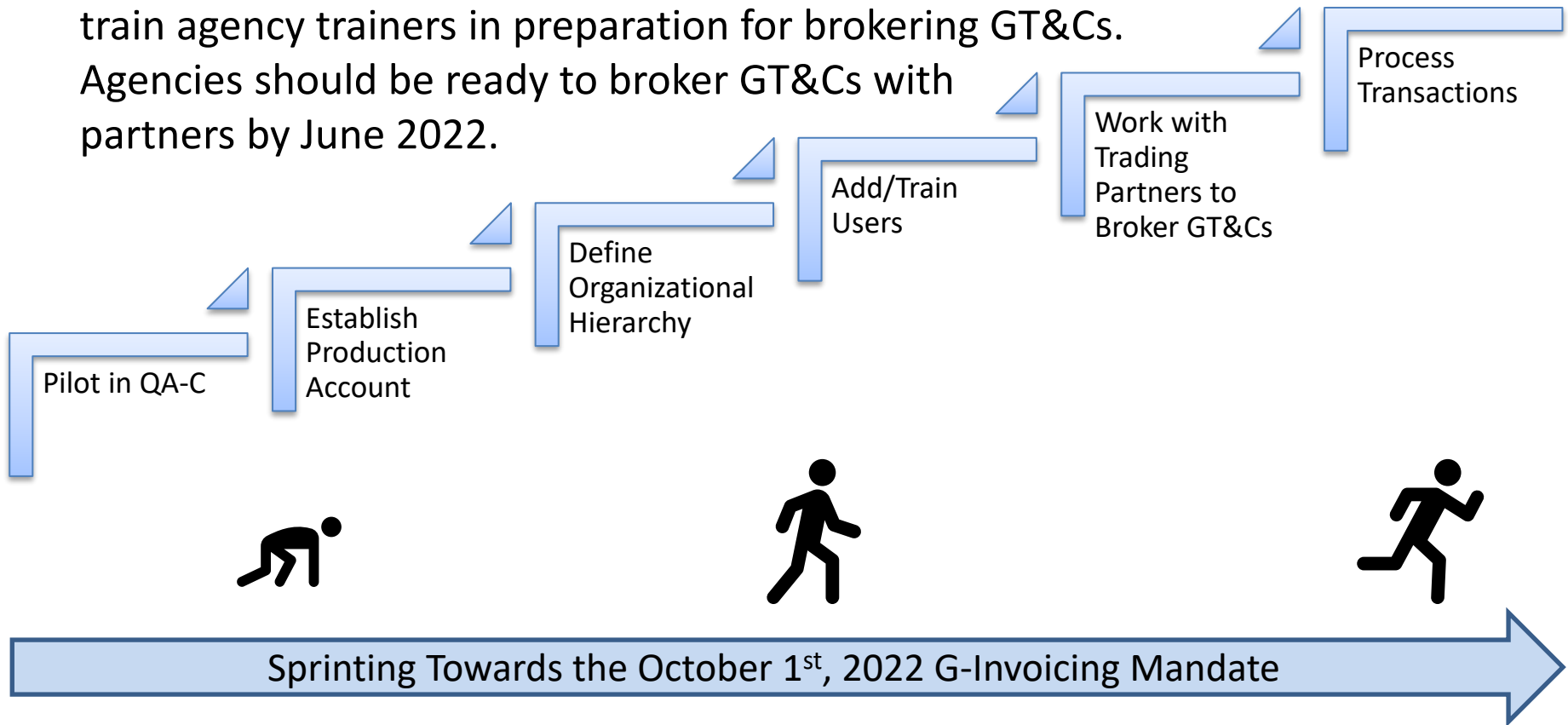
FY23 Non-Impacted Business Lines

- **7600EZ Process** – Transactions under \$10,000 and business lines listed below. Entities will transition this activity to G-Invoicing and can begin using this new process flow by FY 2024.
 - GSA Fleet Leasing
 - GSA Global Supplies
 - Government Publishing Office (GPO) select orders for publishing and printing
- **GSA Rent** - Will be leveraging the new Constructive Order Acceptance functionality. The Servicing Agency will supply all required Order data. The Requesting Agency will have 7 calendar days to review, correct, or approve the submitted Order. GSA Rent business line leveraging the G-Invoicing Constructive Order Acceptance functionality will begin in FY 2024.

Note: *These activities will be included in the compliance calculation and were factored into Fiscal Service setting a 75% threshold to achieve compliance. If those identified make up more than 25% of an entity's IGT Buy/Sell activity, they should reach out to Fiscal Service.*

Progress Towards the G-Inv Mandate

- 97% of Significant Entities have established production accounts and are actively preparing for GT&Cs
 - AITs will continue to work with agencies to complete Organizational model, and train agency trainers in preparation for brokering GT&Cs.
- Agencies should be ready to broker GT&Cs with partners by June 2022.



Knowledge and Training Offerings

G-Invoicing Learning Opportunities

- Our Agency Implementation Team hosts a variety of training options.
- Independent Training Resources including pre-recorded G-Invoicing training videos are available through the G-Invoicing website:

<https://www.fiscal.treasury.gov/g-invoice/training.html>

Independent Training Resources

Creating and Approving a GT&C in G-Invoicing (Video)



Creating and Approving an Order in G-Invoicing (Video)



Servicing Agency Performance in G-Invoicing (Video)

- [SWF Version](#)
- [MP4 Version](#)

Managing Users: Roles, Groups, and Assigning Access (Video)



- Register for Webinar-based Training and access to On-Demand Financial Management Training Videos here: <https://www.fiscal.treasury.gov/training/>

G-Invoicing General Terms & Conditions Webinar Training REGISTER	09/15/2021 10/06/2021 10/27/2021 11/03/2021 11/17/2021	Online	Open to all federal agencies	Fiscal Accounting	✉ IGT@fiscal.treasury.gov
G-Invoicing Office Hours REGISTER	09/21/2021 10/05/2021 10/19/2021 11/02/2021 11/16/2021	Online	Open to all federal agencies	Fiscal Accounting	✉ IGT@fiscal.treasury.gov
G-Invoicing (GINV) Orders User Training Webinar REGISTER	09/29/2021 10/13/2021 11/10/2021	Online	Open to all federal agencies	Fiscal Accounting	✉ IGT@fiscal.treasury.gov





[Bureau of the Fiscal Service](#) > [G-Invoicing](#) > Training

Training

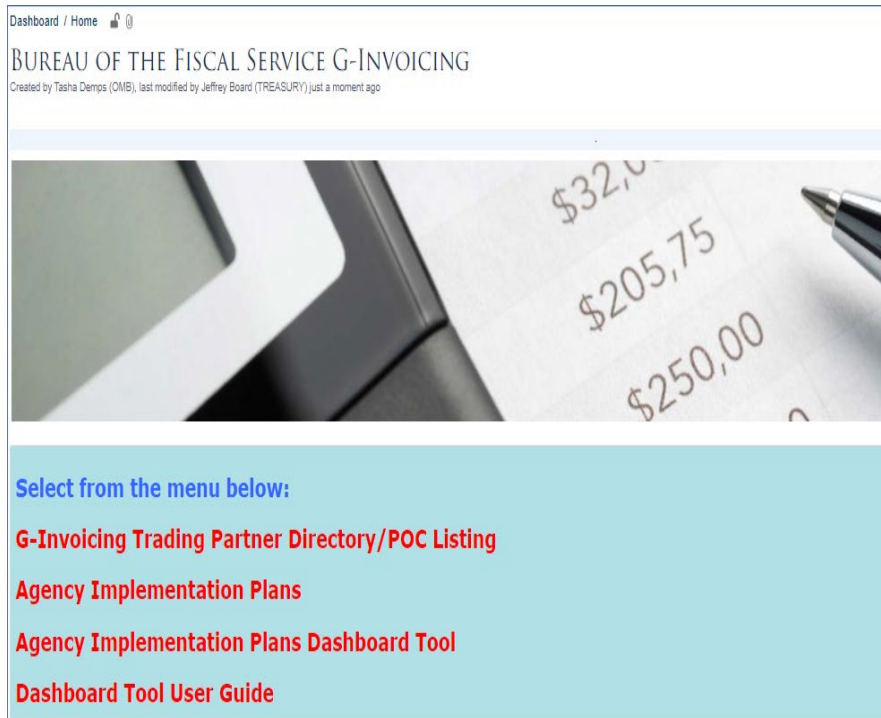
G-Invoicing Training

We currently offer both in-person and online webinars that focus on navigation throughout the system, creating, saving, editing, sharing and approving the General Terms & Condition (GTCs) and Order documents. It is intended for federal agencies who use or are soon to implement G-Invoicing.

[Register for Training](#)

Connecting With Your Trading Partners

- Staying up to date on your Partners' progress is key to your own success in transitioning your IGT Buy/Sell activity to G-Invoicing
- Fiscal Service provides several utilities to facilitate effective communication with your Partners to gain an understanding of their implementation approach and timeline



- G-Invoicing's OMB Max page contains data related to each Agency's Implementation Status including the following:
 - Implementation Plans for Significant Reporting Entities who receive IGT Scorecards
 - Trading Partner Directory which displays enrollment status and transaction processing readiness by Implementation Entity
 - Visit our OMB Max site to access these resources:
<https://community.max.gov/x/szd0ZQ>

You're Not Alone – We're Here To Help

Agency Implementation Team (AIT)

- Education
 - Business Process Walkthroughs
 - Application Demos
 - User Training
- Account Establishment
- Enrollment Assistance
- Production Support
- Assistance with Agency-Led Implementation Team



Engagement | Outreach | Support

G-Invoicing Program Contacts

For IGT Program Management and Agency Outreach Support

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<https://www.fiscal.treasury.gov/g-invoice/>