

Payment Automation Manager (PAM)
Input File Specifications – Standard Payment Request

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1 Input File Specification – Standard Payment Request

This document describes the standard format, data elements, validations and agency specific information that agencies must use to submit payment requests to the Financial Management Service (FMS) Payment Automation Manager (PAM).

The Standard PAM Payment Request Format (SPR) is intended for agencies to submit one file with one or more schedules. It is not intended to allow for more than one file per schedule (i.e., one file can have multiple schedules but one schedule cannot span across multiple files.) In addition, one SPS summary certification should be submitted for each schedule in the file. One certification cannot cover multiple schedules.

When a SPR is received by an agency's servicing RFC, its schedules are matched to a certification from SPS based on the schedule number, ALC, amount and item count. When preparing your SPR, be mindful of these matching criteria.

Each field in the format has validation rules and indicates whether a violation results in a file, schedule or payment rejection. It should be noted that, until further notice, any schedule rejection will result in a file rejection. In the future, FMS will pursue offering a configuration by agency to allow schedule or file resubmission.

1.1 General Instructions

The development version of the Standard Payment Request may differ from the version published to agencies. The current published version is noted in the validation rules for the Standard Payment Request Version field.

Agencies should:

- Ensure content of ACH files is in alignment with NACHA rules.
- Follow IAT rules for potential international payments.
- Comply with OFAC (Office of Foreign Assets Control) policies.
- Ensure payee data is correct so that transaction is payable (routing numbers, account numbers, mailing address, etc.).
- Comply with GWA reporting rules for TAS/BETC.

1.2 General Structure of File

Each Record on the File shall be a length of 850 positions. The Records must indicate an appropriate record code ("RC") and be structured as indicated below.

File Header Record RC=H (There can only be one file header record)

ACH Schedule Header Record RC=01 (one - many Schedule Header Records in a file)

ACH Payment Data Record RC=02 (one - many ACH Payment Data Records in a schedule)

ACH Addendum Record RC=03 (none – one for each CCD or PPD ACH Payment Data Record; none – two for each IAT Payment Data Record)

GWA TAS/BETC Record RC=G (none-100 for each ACH Payment Data Record)

Procurement Record RC=P (none- one for each ACH Payment Data Record)

ACH Schedule Trailer Control Record RC=T (one for each Schedule Header Record)

Check Schedule Header Record RC=11 (one - many Schedule Header Records in a file)

Check Payment Data Record RC=12 (one - many Check Payment Data Records in a schedule)

Check Stub Record RC=13 (if CheckEnclosureCode = stub, one for each Check Payment Data Record)

GWA TAS/BETC Record RC=G (none - 100 for each Check Payment Data Record)

Procurement Record RC=P (none - one for each Check Payment Data Record)

Check Schedule Trailer Control Record RC=T (one for each Schedule Header Record)

File Trailer Control Record RC=E (There can only be one File Trailer Control Record)

1.3 File Structure Validations

The file structure must follow these rules:

- A schedule can contain only one type of payment.
- If any schedule on a file is rejected, the entire file will be rejected.

- ACH Payment Data Records must be received in Routing Number order. If not, reject the file and provide *Error Reason Group 1 error message 7* in the Agency Notification.
- Check Payment Data Records can be received in any order.
- All records for one payment must have the same information in the payment identifier fields. If not, reject the file and provide *Error Reason Group 1 error message 6* in the Agency Notification.
- The records (unless indicated as optional) in the file must occur in the above order and order specified in the descriptions below.
 - If a record is missing or out-of-order in the file, reject the file and provide *Error Reason Group 1 error message 4* in the Agency Notification.
- Field types are as follows:
 - A=alphabetic; A-Z, a-z, blanks, and special characters as noted below.
 - N=numeric; 0-9.
 - All dollar amount fields are numeric.
 - AN= alphanumeric; A-Z, a-z, 0-9, blanks, and special characters as noted below.

Space	!	"	#	\$	%	&	'	()	*	+	,	-	.	/
0	1	2	3	4	5	6	7	8	9	:	;	<	=	>	?
@	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
P	Q	R	S	T	U	V	W	X	Y	Z	[\]	^	_
`	{		}	~											

Table 1: Allowed Characters

1.4 Hexadecimal Character Validation

Any data elements being validated and/or stored in PAM must be valid HEX characters.

- File formats must meet the following validation:
 - For alphanumeric and alphabetic fields, valid special characters are defined as all Hexadecimal characters with values greater than HEX “3F” (as shown in Table 1).
 - Invalid Hexadecimal characters are defined as HEX values “00” through “3F”.

For the Standard Payment Request Format, if an invalid HEX character is received, reject the file and provide *Error Reason Group 1 error message 5* in the Agency Notification.

1.5 Validation for Balancing

- If the ACH_Transaction Code indicates “Prenote” all of the payments in the schedule must be zero dollar amounts. If not, reject the file and provide *Error Reason Group 4 error message 5* in the Agency Notification.

- If zero dollar payment amounts are received in a schedule and the ACH_Transaction Code is any code other than “Prenote” reject the file and provide *Error Reason Group 4 error message 3*.
- If the ScheduleTrailer.ScheduleCount does not equal the accumulated number of Payments in the schedule, reject the schedule. Provide in the Agency Notification *Error Reason Group 3 message 6* for ACH schedules or *Error Reason Group 3 message 4* for check schedules.
- If the ScheduleTrailer.ScheduleAmount does not equal the accumulated number of Payment amounts in the schedule, reject the schedule. Provide in the Agency Notification *Error Reason Group 3 message 5* for ACH schedules or *Error Reason Group 3 message 3* for check schedules.
- If FileTrailer.TotalCount_Records does not equal the accumulated number of records on the file, reject the file and provide *Error Reason Group 3 message 2*
- If FileTrailer.TotalCount_Payments does not equal the accumulated number of payments on the file, reject the file and provide *Error Reason Group 3 message 2* in the Agency Notification.
- If FileTrailer.TotalAmount_Payments does not equal the accumulated amount of payment amounts on the file, reject the file and provide *Error Reason Group 3 message 1* in the Agency Notification.

1.6 Derived Data Elements

Data Element	Derived From	Associated With	Associated Values
Method of Payment	Type of data records received	Schedule	ACH, Check
Payment Code	Type of Payment received in schedule header	Payment Records	Based on configuration

1.7 Input Management Interface Information

Note: This section is subject to change in support of transitioning away from IM.

Path	Value	Notes
Original Filename	FROXr.Agency.Type r=RFC Type=SPR	Dataset name including delimiters is 44 characters long. Each node can contain up to 8 characters

ControlNumber	Cnnnnnn	Assigned by IM
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1.8 Specification Notes

- Field #s are purely for referential and discussion purposes; they are not part of the file's data.
- A “filler” or “blank” field is not validated.
- If PAM performs validations on a field, the validation rules and resulting error messages are provided in the “Validation rules” and “Error code” columns.
- Verbiage for the Error Messages is contained in the *Outgoing File Specification – Agency Notification* document.
- If there is no validation rule (“n/a”), the field can contain any value including blanks.
- Fields with dollar amounts do not have decimal points; the last two digits are the cents value. For example 1234567890 = \$12,345,678.90.
- Unless otherwise specified in the validation rules column, numeric fields are right justified, with zero (0) pad on the left; alpha and alphanumeric fields are left justified, with blank pad on the right..
- When left/right justification rules are listed in the validation rules column, PAM shall correct the field justification if needed.

2 File Record Specifications

2.1 File Header Record

File Header Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
1.	Record Code	AN	"H"	2	1	2	If invalid, missing or out of order, reject the file	Invalid: Reason Group 1 message 6. Missing or out of order: Reason Group 1 message 4.	n/a	File Header Record Identifier = "H" followed by a space	
2.	InputSystem	AN		40	3	42	This should match the Agency Identifier in the PAM Agency Profile. If not, reject the file.	Reason Group 1 message 6	Agency Identification	Used to identify the sending entity (agency or automated system)	
3.	Standard Payment Request Version	AN		3	43	45	If invalid or missing, reject the file Current published version: 314	Reason Group 1 message 6	n/a	Identifies the version of the Payment Request format used to prepare the PRF, e.g. 314	

File Header Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
	n Number										
4.	Filler			805	46	850	n/a		n/a		

2.2 ACH Schedule Header Record

ACH Schedule Header Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
5.	Record Code	AN	“01”	2	1	2	If invalid, missing or out of order, reject the file	Invalid: Reason Group 1 message 6. Missing or out of order: Reason Group 1 message 4.	n/a	ACH Schedule Header Record Identifier = “01”	
6.	AgencyACH Text	AN		4	3	6	n/a		Agency Text	Used to identify the payment to the recipient. (In FedACH file Company Name field .)	FedACH

ACH Schedule Header Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
7.	ScheduleNumber	AN		14	7	20	Right justify zero fill to the left and remove all spaces. If schedule number is a duplicate of 1) other schedules on this file, or 2) other schedules in PAM during a fiscal year for the ALC, reject the schedule . If blank, reject the schedule.	If dup in this file: Reason Group 2 message 1. If dup in this fiscal year: Reason Group 2 message 2 If blank,: Reason Group 1 message 6	Schedule Number		PACER TOP IPP TCS
8.	PaymentType Code	AN		25	21	45	If blank or payment not configured in PAM, reject the schedule.	Reason Group 1 message 6	Type of Payment	Consult your servicing RFC for this value.	PACER TOP IPP TCS
9.	StandardEntry ClassCode	A	CCD; PPD; IAT	3	46	48	If blank or invalid, reject the schedule.	Reason Group 1 message 6	Entry Class Code		FedACH

ACH Schedule Header Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
10.	AgencyLocationCode	N		8	49	56	Must be a valid agency location code. If not, reject the schedule.	Reason Group 1 message 6	ALC		PACER TOP IPP TCS
11.	GarnishmentIndicator	AN	“0” or “1”	1	57	57	n/a		Garnishment	Field defaults to “1”. “1” means payments are eligible for garnishment. “0” means not eligible for garnishment.	FedACH
12.	Federal Employer Identification Number	AN		10	58	67	n/a		Agency EIN	This is passed in the company discretionary data field in the ACH file for child support purposes.	FedACH
13.	Filler			783	68	850	n/a		n/a		

2.3 Check Schedule Header Record

Check Schedule Header Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
14.	Record Code	AN	“11”	2	1	2	If invalid, missing or out of order, reject the file	Invalid: Reason Group 1 message 6. Missing or out of order: Reason Group 1 message 4.	n/a	Check Schedule Header Record Identifier = “11”	
15.	Schedule Number	AN		14	3	16	Right justify zero fill to the left and remove all spaces. If schedule number is a duplicate of 1) other schedules on this file, or 2) other schedules in PAM during a fiscal year for the ALC, reject the schedule. If schedule number is blank, reject the	If dup in this file: Reason Group 2 message 1. If dup in this fiscal year: Reason Group 2 message 2 If blank,: Reason Group 1 message 6	Schedule Number		PACER TOP TCS PrinCE

Check Schedule Header Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
							schedule.				
16.	PaymentType Code	AN		25	17	41	If blank, reject the file. If not configured in PAM, reject the schedule.	Reason Group 1 message 6	Type of Payment	Consult your servicing RFC for this value.	PACER TOP TCS TCIS PrinCE
17.	AgencyLocationCode	N		8	42	49	Must be a valid agency location code. If not, reject the schedule.	Reason Group 1 message 6	ALC		PACER TOP TCS TCIS
18.	USPS CustomerIdentifier	AN		9	50	58	n/a		Postal Service Customer ID	Can be a six or nine digit number.	
19.	Check EnclosureCode	A	“nameonly”, “letter”, “stub” or blank	10	59	68	If invalid reject the schedule. If “stub” and there is no stub data for each payment, reject the schedule.	Reason Group 1 message 6	Enclosure Code	If stub, the stub data should be attached to each payment in the schedule. If letter, a separate letter file should be provided.	TCS PrinCE

Check Schedule Header Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
20.	Filler			782	69	850	n/a		n/a		

2.4 ACH Payment Data Record

ACH Payment Data Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
21.	Record Code	AN	“02”	2	1	2	If invalid, missing or out of order, reject the file	Invalid: Reason Group 1 message 6. Missing or out of order: Reason Group 1 message 4.	n/a	ACH Payment Record Indicator = “02”.	

ACH Payment Data Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
22.	PayeeIdentifier	AN		9	3	11	If less than 9 digits, right justify and blank fill.		Account Number	This is the payee TIN or other identifier of the payee.	PACER TOP TCS IPP
23.	PayeeIdentifierExtension	AN		7	12	18	Left justify and blank fill		Suffix for Account Number	Extension for Account Number	PACER
24.	Amount	N	\$\$\$\$\$\$ \$cc	10	19	28	Right justify, zero fill. If invalid or all blank, mark payment as invalid.	If blank, Reason Group 5 message 3.	Payment Amount		PACER TOP TCS IPP FedACH
25.	AgencyPaymentTypeCode	AN		1	29	29	n/a		Agency Payment Code		PACER
26.	IsTOP_Offset	AN	"0" = no "1" = yes	1	30	30	Fill with "1" as default		TOP Eligibility Indicator	Agreed upon between TOP and agency.	TOP

ACH Payment Data Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
27.	PartyName	AN		35	31	65	Left justify, blank fill. If all blank, mark payment as invalid.	Reason group 5 message 3	Payee Name	This will be truncated to 22 characters when sent to FedACH for all entry class codes except IAT.	PACER TOP TCS IPP FedACH
28.	PayeeAddressLine_1	AN		35	66	100	If IAT and this is all blank, mark payment as invalid	Reason group 5 message 3	Payee Address Line 1	If IAT, this is required. This is designated as the payee street address for IAT payments. While not required for other entry class codes, address data is requested from agencies so	PACER FedACH

ACH Payment Data Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
										RFCs can send offset letters if necessary.	
29.	PayeeAddressLine_2	AN		35	101	135			Payee Address Line 2	Optional address line for entry class codes other than IAT.	PACER
30.	CityName	AN		27	136	162	Left justify, blank fill. If IAT and this is all blank, mark payment as invalid	Reason group 5 message 3	City	Foreign city if IAT. Will be truncated to 23 characters in the ACH addendum. Optional for other entry class codes.	PACER FedACH
31.	StateName	AN		10	163	172	n/a		State Name	If IAT, the foreign state, territory or province name is provided in this field, if applicable.	FedACH
32.	StateCodeText	AN		2	173	174	n/a		State	Optional field for domestic state abbreviation for	

ACH Payment Data Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
										PPD/CCD entries.	
33.	PostalCode	AN		5	175	179	n/a		Zip Code 5	Foreign postal code (IAT) or domestic zip code (all other entry class codes).	FedACH
34.	PostalExtension	AN		5	180	184	n/a		Zip Code 4	Remainder of foreign postal code (IAT) or domestic 4-digit zip (all other entry class codes).	FedACH
35.	CountryCodeText	AN		2	185	186	If IAT and this is blank, mark payment as invalid	Reason group 5 message 3	Country Code	If IAT, the ISO country code is required. See http://www.iso.org for a complete list of country codes.	FedACH
36.	Routing Number	N		9	187	195	Must be a valid RTN on the ACH Customer Directory	Reason Group 5 message 3	Depositor RTN		PACER FedACH TCS TOP IPP

ACH Payment Data Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
							(FOMF). If not, mark payment as invalid.				
37.	AccountNumber	AN		17	196	212	If all blank, mark payment as invalid.	Reason Group 5 message 3	Depositor Account Number		PACER FedACH TCS TOP IPP
38.	ACH_TransactionCode	N	See Appendix A	2	213	214	If 1) not one of the values listed 2) Codes 42, 43, 52, or 53 are used for a type of payment other than Vendor or 3) all blank, mark payment as invalid.	Reason Group 5 message 3	ACH Transaction Code + Account Type	See Appendix A for values / definitions / stored values	PACER FedACH TCS TOP IPP

ACH Payment Data Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
39.	PayeeIdentifier_Secondary	AN		9	215	223	n/a		Beneficiary Account Number	Used by each type of payment to provide TOP with additional information.	TOP TCS PACER
40.	PartyName_Secondary	AN		35	224	258	n/a		Beneficiary Name	Used by each type of payment to provide TOP with additional information.	TOP PACER TCS
41.	PaymentID	AN		20	259	278	If all blank or duplicate within the schedule, reject the schedule.	Reason Group 1 message 6	Payment ID	Unique payment identifier within the schedule for associating all related records for the payment.	
42.	Reconciliation	AN		100	279	378	n/a		Reconciliation	Limited Use. Requires agency / FMS collaboration prior to use.	PACER
43.	Filler			472	379	850	n/a		n/a		

2.5 Check Payment Data Record

Check Payment Data Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
44.	Record Code	AN	“12”	2	1	2	If invalid, missing or out of order, reject the file	Invalid: Reason Group 1 message 6. Missing or out of order: Reason Group 1 message 4.	n/a	Check Payment Data Record Indicator = “12”	
45.	PayeeIdentifier	AN		9	3	11	If less than 9 digits, right justify and blank fill.		Account Number	This is the payee TIN or other identifier of the payee.	PACER TOP TCS TCIS
46.	PayeeIdentifierExtension	AN		7	12	18	Left justify and blank fill		Suffix for Account Number	Extension for Account Number	PACER TCIS
47.	Amount	N	\$\$\$\$\$\$ \$cc	10	19	28	Right justify, zero fill. If invalid	If blank, Reason Group 5 message 3.	Payment Amount	An amount over 9 digits is currently not allowed. Ten	PACER TOP TCS TCIS

Check Payment Data Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
							or all blank, mark payment as invalid. An amount over 9 digits is not allowed, therefore position 19 must be a zero. If not, mark payment invalid.			digit amounts will be allowable in the future.	PrinCE
48.	AgencyPaymentTypeCode	AN		1	29	29	n/a		Agency Payment Code		PACER TCIS
49.	IsTOP_O	AN	"0" = no	1	30	30	Fill with		TOP		TOP

Check Payment Data Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
	ffset		“1” = yes				“1” as default		Eligibility Indicator		
50.	PartyName	AN		35	31	65	Left Justify, blank fill. If all blank, mark payment as invalid	Reason group 5 message 3	Payee Name		PACER TOP TCS TCIS PrinCE
51.	PayeeAddressLine_1	AN		35	66	100	If blank and enclosure code is “letter”, “stub” or blank, mark payment as suspect.		Payee Address Line 1		PACER TOP TCS PrinCE
52.	PayeeAddressLine_2	AN		35	101	135			Payee Address Line 2		PACER TOP TCS PrinCE
53.	PayeeAd	AN		35	136	170			Payee		PACER

Check Payment Data Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
	dressLine_3								Address Line 3		TOP TCS PrinCE
54.	PayeeAddressLine_4	AN		35	171	205	If country or consular code is present, remove this address line.		Payee Address Line 4	Foreign addresses cannot utilize this address line.	PACER TOP TCS PrinCE
55.	CityName	AN		27	206	232	Left justify, blank fill. If blank and enclosure code is "letter", "stub" or blank, mark payment as suspect.		City	Will be truncated to 20 characters for foreign addresses when State Name is used.	PACER TOP TCS PrinCE
56.	StateName	AN		10	233	242	n/a		State Name	For foreign state, province or territory name	PACER TOP TCS PrinCE

Check Payment Data Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
57.	StateCodeText	AN		2	243	244	If domestic, blank and enclosure code is “letter”, “stub” or blank, mark payment as suspect. (If the CountryName is blank, the address is considered domestic.)		State	Use this field for domestic state code.	PrinCE
58.	PostalCode	AN		5	245	249	If blank and enclosure code is “letter”, “stub” or blank, mark payment as		Zip Code 5	If foreign address, use this field for universal postal code. If domestic, use 5 digit zip code.	PACER TOP TCS PrinCE

Check Payment Data Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
							suspect.				
59.	PostalExtension	AN		5	250	254	n/a		Zip Code 4	If foreign address, use this field for remainder of universal postal code. If domestic, use 4 digit zip code.	PACER TOP TCS
60.	PostNet Barcode Delivery Point	AN		3	255	257	n/a		Delivery Point	Includes barcode check digit	PrinCE
61.	USPSBarcodeIdentifier	AN		2	258	259	n/a		USPS Barcode Identifier	Used for intelligent bar code	PrinCE
62.	USPSServiceTypeIdentifier	AN		3	260	262	n/a		USPS Service Type Identifier	Used for intelligent bar code.	PrinCE
63.	USPSSequenceNumber	AN		9	263	271	n/a		USPS Sequence Number	Used for intelligent bar code.	PrinCE
64.	Country Name	AN		40	272	311	n/a		Country Name	Full name of country for foreign addresses	PrinCE

Check Payment Data Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
65.	Consular Code	AN		3	312	314	n/a		Geo Code	Contact your RFC for a list of consular / geo codes.	PACER PrinCE
66.	CheckLegendText 1	AN		55	315	369	n/a		Object Line 1	Agency provided information that will be printed at the bottom of the check	PrinCE
67.	CheckLegendText 2	AN		55	370	424	n/a		Object Line 2	Agency provided information that will be printed at the bottom of the check.	PrinCE
68.	PayeeIdentifier_Secondary	AN		9	425	433	n/a		Beneficiary Account Number	Used by each type of payment to provide TOP with additional information.	TOP TCS PACER
69.	PartyName_Secondary	AN		35	434	468	n/a		Beneficiary Name	Used by each type of payment to provide TOP with additional information.	TOP TCS
70.	PaymentID	AN		20	469	488	If all blank or duplicate	Reason Group 1 message 6	Payment ID	Unique payment identifier within the schedule for	PrinCE (when check enclosure code = "letter")

Check Payment Data Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
							within the schedule, reject the schedule.			associating all related records for the payment. Also used to match letters to checks during printing / enclosing if check enclosure code in schedule header = "letter".	
71.	Reconciliation	AN		100	489	588	n/a		Reconciliation	Limited Use. Requires agency / FMS collaboration prior to use.	PACER
72.	Special Handling	AN		50	589	638	n/a		Special Handling	Requires agency / FMS collaboration prior to use. Used for manual handling of checks.	Check Listing
73.	Filler			212	639	850	n/a		n/a		

2.6 ACH Addendum Record

This record is optional and should be included for remittance addenda for all Standard Entry Class (SEC) codes. If the SEC code is “PPD” or “CCD” only one addenda is allowed. If the SEC code is “IAT” up to two remittance addenda are allowed. Additionally, for IAT payments, PAM will build the Mandatory IAT Addenda Records using data provided in the ACH Payment Data record and append the optional remittance addenda if provided by the agency.

ACH Addendum Record										
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes
74.	Record Code	AN	“03”	2	1	2	If invalid, missing or out of order, reject the file	Invalid: Reason Group 1 message 6. Missing or out of order: Reason Group 1 message 4.	n/a	ACH Addendum Record = “03”
75.	PaymentID	AN		20	3	22	If this information is not the same as in the ACH payment data record, reject the schedule.	Reason Group 1 message 6	n/a	
76.	Addenda Information	AN		80	23	102	n/a		Addenda Record	FedACH IPP
77.	Filler			748	103	850	n/a		n/a	

2.7 GWA TAS/BETC Record

This record is optional. However, if TAS/BETC data received in the SPS certification doesn't match TAS/BETC data received with the schedule, the differences will be reported to GWA. Zero to 100 TAS/BETC per payment allowed; maximum 300 TAS/BETC per schedule.

GWA TAS/BETC Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
78.	Record Code	AN	"G"	2	1	2	If invalid, missing or out of order, reject the file	Invalid: Reason Group 1 message 6. Missing or out of order: Reason Group 1 message 4.	n/a	GWA TAS/BETC Record = "G" followed by space	
79.	PaymentID	AN		20	3	22	If this information is not the same as the payment data record, reject the schedule.	Reason Group 1 message 6	n/a		
80.	Sub-levelPrefixCode	AN		2	23	24	n/a		TAS Sub-level Prefix Code		PACER

GWA TAS/BETC Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
81.	AllocationTransfer Agency Identifier	AN		3	25	27	n/a		TAS Allocation Transfer Agency Identifier		PACER
82.	Agency Identifier	AN		3	28	30	n/a		TAS Agency Identifier		PACER
83.	BeginningPeriodOfAvailability	AN		4	31	34	n/a		TAS Beginning Period of Availability		PACER
84.	EndingPeriodOfAvailability	AN		4	35	38	n/a		TAS Ending Period of Availability		PACER
85.	AvailabilityTypeCode	AN		1	39	39	n/a		TAS Availability Type Code		PACER

GWA TAS/BETC Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	Downstream Mapping
86.	MainAccountCode	AN		4	40	43	n/a		TAS Main Account Code		PACER
87.	Sub-account Code	AN		3	44	46	n/a		TAS Sub-Account Code		PACER
88.	BusinessEventCode	AN		8	47	54	n/a		BETC		PACER
89.	TAS/BETCAmount	N		10	55	64	If not numeric default to zero.		TAS/BETC Amount		PACER
90.	IsCredit	AN	“0” or “1”	1	65	65	If blank, default to “0”		IsCredit (PAM stores amount as signed negative when IsCredit value = “1”)	Used to indicate whether amount is a debit “0” or credit “1”.	
91.	Filler			785	66	850	n/a		n/a		

2.8 Check Stub Record

This record is only required if the CheckEnclosureCode field in the payment data record is “stub”. Agencies must have approval from their RFC before using this service.

Check Stub Record									
#	Field Name	Type	Field Value	Length	Position	Validation rules	Error Code	Stored Name	Notes
92.	Record Code	AN	“13”	2	1-2	If CheckEnclosure Code = “stub” and this record is missing or out of order, reject the file. If value is invalid, reject the file.	Missing or out of order: Reason Group 1 message 4. Invalid: Reason Group 1 message 6.	n/a	Check Stub record code = “13”
93.	PaymentID	AN		20	3-22	If this information is not the same as the payment data record, reject the schedule.	Reason Group 1 message 6	n/a	

Check Stub Record									
#	Field Name	Type	Field Value	Length	Position	Validation rules	Error Code	Stored Name	Notes
94.	PaymentIdentificationLine_1 (through 14)	AN		55	23-77 78-132 133-187 188-242 243-297 298-352 353-407 408-462 463-517 518-572 573-627 628-682 683-737 738-792	n/a		Payment Identification Line 1 – 14	Checks are mailed to the address in the payment data record, not the stub address.
95.	Filler			58	793-850	n/a		n/a	

2.9 Procurement Record

This record is optional data to accompany vendor payments.

Procurement Record										
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes
96.	Record Code	AN	“P”	2	1	2	If invalid, missing or out	Invalid: Reason Group 1 message 6.	n/a	Procurement record code = “P” followed

Procurement Record										
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes
							of order, reject the file “P” record is only stored for Vendor Types of Payments. If record is received with any other payment type do not store the values.	Missing or out of order: Reason Group 1 message 4.		by a space
97.	PaymentID	AN		20	3	22	If this information is not the same as the payment data record, reject the schedule.	Reason Group 1 message 6	n/a	
98.	ProcurementInstrumentIdentifier	AN		50	23	72	n/a		ProcurementInstrumentIdentifier	PIR
99.	Procurement	AN		4	73	76	n/a		Procurement Agency	PIR

Procurement Record										
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes
	Agency Identifier								Identifier	
100	IndefiniteDeliveryVehicle Procurement Instrument Identifier	AN		50	77	126	n/a		IndefiniteDeliveryVehicle Procurement Instrument Identifier	PIR
101	IndefiniteDeliveryVehicle Agency Identifier	AN		4	127	130	n/a		IndefiniteDeliveryVehicle Agency Identifier	PIR
102	Contracting Office Procurement Agency	AN		4	131	134	n/a		Contracting Office Procurement Agency ID	PIR

Procurement Record										
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes
	y ID									
103	Filler			716	135	850	n/a		n/a	

2.10 Schedule Trailer Control Record

Schedule Trailer Control Record											
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes	
104.	Record Code	AN	“T”	2	1	2	If invalid, missing or out of order, reject the file	Invalid: Reason Group 1 message 6. Missing or out of order: Reason Group 1 message 4.	n/a	Schedule Trailer Record = “T” followed by space	
105.	Filler	AN	Blanks	10	3	12	n/a				
106.	Schedule Count	N		8	13	20	If invalid characters, reject the schedule.	Reason Group 1 message 6	For check schedule store as “Total Check Payment Items”.	See Validation for Balancing for additional rules.	

Schedule Trailer Control Record										
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes
									For ACH schedule store as "Total ACH Payment Items"	
107.	Filler	AN	Blanks	3	21	23	n/a			
108.	Schedule Amount	N		15	24	38	If invalid characters, reject the schedule.	Reason Group 1 message 6	For Check schedule, store as "Total Check Payment Amount". For ACH schedule, store as "Total ACH Payment Amount"	See Validation for Balancing for additional rules.
109.	Filler			812	39	850	n/a		n/a	

2.11 File Trailer Control Record

File Trailer Control Record										
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes
110.	Record Code	AN	"E"	2	1	2	If invalid, missing or out	Invalid: Reason Group 1		File Trailer Record = "E" followed by a

File Trailer Control Record										
#	Field Name	Type	Field Value	Length	Start Position	End Position	Validation rules	Error Code	Stored Name	Notes
							of order, reject the file	message 6. Missing or out of order: Reason Group 1 message 4.		space
111.	TotalCount_Records	N		18	3	20	If invalid characters , reject the file	Reason Group 1 message 6		Includes header and trailer records See Validation for Balancing for additional rules.
112.	TotalCount_Payments	N		18	21	38	If invalid characters, reject the file.	Reason Group 1 message 6	Total File payment Items	See Validation for Balancing for additional rules.
113.	TotalAmount_Payments	N		18	39	56	If invalid characters, reject the file.	Reason Group 1 message 6	Total File Payment Amount	See Validation for Balancing for additional rules.
114.	Filler			794	57	850	n/a		n/a	

3 Appendices

3.1 Appendix A ACH Transaction Codes

Transaction Code	Definition	Account Type (for storage in PAM)
22	Checking Account Credit	C
23	Checking Account Credit Prenote	C
32	Savings Account Credit	S
33	Savings Account Credit Prenote	S
42	General Ledger Credit	G
43	General Ledger Credit Prenote	G
52	Loan Account Credit	L
53	Loan Account Credit Prenote	L

3.2 Appendix B Glossary of terms

Field Name	Definition
ACH_TransactionCode	Designates a transaction's account type (checking, savings, or general ledger) and the transaction type (credit, or prenote).
AccountNumber	The payment recipient's bank account number.
Addenda Information	Additional information about the payment to be included in ACH addenda (PPD+ and CCD+)
AgencyIdentifier	Used in conjunction with the main account code, represents the department, agency, or establishment of the U.S. government that is responsible for the TAS.
AgencyLocationCode	Identifies the accounting office within an agency that reports disbursements and collections to Treasury.
AgencyPaymentTypeCode	Internal agency code used to identify the type of payment within the specific agency.
AgencyACHText	Used to identify the agency responsible for the payments. First four bytes go to FedACH.

Field Name	Definition
AllocationTransferAgencyIdentifier	Represents the agency receiving funds through an allocation transfer.
Amount	The amount of the transaction.
AvailabilityTypeCode	Identifies no-year accounts (X), clearing/suspense accounts (F), Treasury central summary general ledger accounts (A), and merged-surplus accounts (M).
BeginningPeriodOfAvailability	In annual and multiyear accounts, identifies the first year of availability under law that an account may incur new obligations.
BusinessEventTypeCode	Identifies the type of activity (gross disbursement, offsetting collection, investment in Treasury securities, etc.) and the effect of a transaction on the Fund Balance With Treasury (FBWT). Is used in combination with the Treasury Account Symbol to classify transactions reported to Treasury through all Governmentwide Accounting (GWA-compliant) Financial Management Systems.
CheckPaymentEnclosureCode	Code denoting that a check will include an enclosure – either a stub or a letter.
CheckLegendText1	Free-form field for agency’s use – all data in this field is printed on the check.
CheckLegendText2	Free-form field for agency’s use – all data in this field is printed on the check.
CityName	Name of the city in which the payee resides.
ConsularCode	Indicates the code for mailing bulk check shipments to foreign countries.
ContractingOfficeProcurementAgencyID	A code for the governmental agency or bureau that executed or is otherwise responsible for the transaction.
CountryCode	The country in which the payment recipient resides. Used for IAT payments
EndingPeriodOfAvailability	Identifies the last year of availability under law that an account (annual and multiyear) may incur new obligations.
FederalEmployerIdentificationNumber	A number assigned to businesses by the IRS and used by DHHS for tracking child support payments.
GarnishmentIndicator	Indicates to the receiving financial institution for ACH transactions whether the payment can be garnished.
IndefiniteDeliveryVehicleAgencyIdentifier	This is a code for an agency, but it does not necessarily represent the agency that issued the contract. Instead, it serves as part of the unique identification for Federal Procurement Data System IDV records. For awards records, it partially identifies a linked IDV record.
IndefiniteDeliveryVehicleProcurementInstrument Identifier	When reporting orders under Indefinite Delivery Vehicles (IDV) such as a GWAC, IDC, FSS, BOA, or BPA, report the Procurement Instrument Identifier (Contract Number or Agreement Number) of the IDV. For the initial load of a BPA under a FSS, this is the FSS contract number. Note: BOAs and BPAs are with industry and not with other Federal Agencies.
InputSystem	Identifies the sending trading partner.

Field Name	Definition
IsCredit	Indicates if the item is a debit or credit, for example, a value of '1' would mean that it is a 'credit'. If the attribute is not populated, then the default value is understood to be '0'.
IsTOP_Offset	Indicates the payment eligibility of the payment offset
MainAccountCode	Identifies the type and purpose of the fund.
PartyName	Contains the full name of a payee. The name of the party whether individual or organization.
PartyName_Secondary	Contains the full name of a secondary payee. The name of the secondary party whether individual or organization.
Payment ID	Unique payment identifier for associating all related records for the payment. Also used to match associated letters to payments in the printing / enclosing process
PayeeAddressLine_1-4	The mailing address of the payee. Address lines left blank will not be printed.
PayeeIdentifier	The payee's Taxpayer Identification Number (TIN), Vendor ID, SSN, or other valid Payee ID.
PayeeIdentifier_Secondary	The Secondary party's Taxpayer Identification Number (TIN), Vendor ID, SSN, or other valid ID.
PayeeIdentifierExtension	Additional payee identification, if needed.
PayeeStreetAddress	Address of the payee for mailing TOP offset letter, if needed, for ACH payments. For IAT payments, this field is required.
PaymentIdentifier	Used as a unique identifier for each payment to relate the records appropriately. Also used for matched letters.
PaymentTypeCode	The type of payment as defined in Appendix A.
PostalCode	A code of letters and/or digits added to an address line. (Zip code)
PostalExtension	4-digit extension of postal code.
PostNetBarcodeDeliveryPoint	Part of the PostNet barcode that is applied to the check for obtaining postage discounts.
PostNetBarcodeCheckDigit	Part of the PostNet barcode that is applied to the check for obtaining postage discounts.
ProcurementInstrumentIdentifier	The unique identifier for each contract, agreement or order associated with the payment.
ProcurementAgencyIdentifier	Code for a governmental agency, but it does not necessarily represent the agency that issued the contract. Instead, it serves only as part of the unique identification for Federal Procurement Data System awards records.
Reconcilement	Free-form field for agency's use in reconciling the payment using PACER. Data in this field is passed to PACER when formatted correctly. Contact your servicing RFC for additional information.
Record Code	A set record identifier used to specify the type of record in the file.
RoutingNumber	The routing number is used synonymously as ABA routing number and routing transit number. The routing number consists of 9 digits, for example XXXXYYYYC where XXXX is Federal Reserve Routing Symbol, YYYY is ABA Institution Identifier, and C is the Check Digit. The first two digits of the nine digit routing number must be in the ranges 00 through 12, 21 through 32, 61 through 72, or 80. The digits are assigned as follows: 00 is used by the United States Government; 01 through 12 are the normal routing numbers; 21 through 32 were assigned only to thrift institutions (e.g.

Field Name	Definition
	credit unions and savings banks) through 1985, currently are still used by the thrift institutions, or their successors; 61 through 72 are used for electronic transactions; 80 is used for traveler's checks. The first two digits correspond to the 12 Federal Reserve Banks.
ScheduleAmount	The total dollar amount associated with the schedule.
ScheduleCount	Total number of payments for each schedule.
ScheduleNumber	A number assigned by the agency to identify a group of payments.
SpecialHandling	Requires agency / FMS collaboration prior to use. Used for manual handling of checks such as the designated agent.
Standard Payment Request Version Number	The version of the PAM Standard Payment Request that this file is programmed against.
StandardEntryClassCode	A three digit code defined by NACHA to characterize the nature of the ACH transaction. PPD (Prearranged Payment and Deposit Entry) is an entry initiated by an organization pursuant to a standing or a single entry authorization from a receiver to effect a transfer of funds to impact a consumer account of the receiver. CCD (Cash Concentration or Disbursement entry) is an entry initiated by an organization to effect a transfer of funds to impact the account of that organization or another organization. IAT (International ACH Transaction) is a payment that involves a financial agency's office that is not located in the territorial jurisdiction of the United States.
StateCodeText	The US state code as managed by the USPS (United States Postal Service) .
StateName	The foreign state, province or territory name
StubLine_1 (through 14)	Agency data to be printed on the stub. Agencies interested in using this service should contact their local RFC.
Sub-accountCode	Identifies an available receipt or other Treasury-defined subdivision of the main account.
Sub-levelPrefixCode	When populated, represents a programmatic breakdown of the account for Treasury publication purposes.
TAS/BETCAmount	The transaction amount to be reported to Treasury for Governmentwide Accounting (GWA) compliancy.
TotalAmount_Payments	Total amount of the payment request file. Used to verify the integrity of the file.
TotalCount_Payments	Total number of payments in the file. Used to verify the integrity of the file.
TotalCount_Records	Total number of records in the file. Used to verify the integrity of the file.
USPSBarCodeIdentifier	Used for intelligent bar code. An agency must contact the US Postal Service to set up this service.
USPSCustomerIdentifier	Used for intelligent bar coding. Assigned by the Post office to agencies that use this service.
USPSSequenceNumber	Used for intelligent bar code. An agency must contact the US Postal Service to set up this service.
USPSServiceType Identifier	Used for intelligent bar code. An agency must contact the US Postal Service to set up this service.