



helping prevent improper payments

The “Do Not Pay” Solution

JFMIP

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Presented by:
Mike Wetklow, OMB
Dara Seaman, BPD



Improper Payment Initiative

Executive Order - Reducing Improper Payments and Eliminating Waste in Federal Programs

November 2009

Presidential Memorandum-Enhancing Payment Accuracy Through a “Do Not Pay List”

June 2010

Development of the Do Not Pay Business Center

April 2011

Memorandum For Heads of Executive Departments and Agencies – Reducing Improper Payments Through the “Do Not Pay List” (M-12-11)

April 2012

The purpose of this order was to reduce improper payments by intensifying efforts to eliminate payment error, waste, fraud, and abuse in the major programs administered by the Federal Government, while continuing to ensure that Federal programs serve and provide access to their intended beneficiaries.



Directed agencies to review current pre- payment and pre-award procedures and ensure that a thorough review of available databases with relevant information on eligibility occurs before the release of any Federal funds, to the extent permitted by law.

At a minimum, agencies shall, before payment and award, check the following existing databases to verify eligibility:

- Death Master File
- Excluded Parties List System
- Debt Check Database
- Credit Alert System or Credit Alert Interactive Voice Response System,
- List of Excluded Individuals/Entities

The Treasury’s Bureau of the Public Debt partnered with the St. Louis and Kansas City Federal Reserve Banks as Treasury’s Fiscal Agent, to develop the **Do Not Pay Business Center** as part of the “Do Not Pay” solution.

Directed Executive Agencies to take immediate steps to use the centralized solutions that are already in place for pre-payment eligibility review. The memorandum requires each Executive Agency (or the accountable official for improper payments and program integrity, under Executive Order 13520) to submit to OMB a plan for using centralized solutions.

M-12-11 Overview

Main Steps:

- Review the Do Not Pay solution.
- Draft a plan for utilizing the Do Not Pay solution and provide for OMB review by June 30, 2012.
- OMB will review those plans and provide comments to agencies by July 31, 2012.
- Final plans should be submitted to OMB by August 31, 2012.

Do Not Pay Plans

Two Parts: Agreements and Utilization

Agreements:

- Centralized Solution: Provide process and timetable for reaching an agreement with Treasury BPD on the use of Do Not Pay.
- Explanation of Need: Outline the proposed uses for various business processes within your agency (acquisitions, grants, loans, etc.).
- Expected Data Sources.

Do Not Pay Plans

Utilization:

- Incorporation into Existing Business Processes.
- Identify which tools you will use (portal, batch matching, continuous monitoring, data analytic services).
- Outline what changes you will need to make to your processes to ensure adoption.
- It is possible you will need to provide different utilization plans for different parts of the organization (grants, loans, acquisitions, etc.).

Benefits of Using Do Not Pay

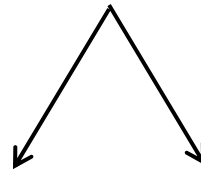
- Helps agencies eliminate manual checking of databases maintained in multiple sites—searches all data sources at one time to improve efficiencies.
- Provides access to current, relevant data to help make a payment or eligibility decision.
- Allows an agency a simple, streamlined way to comply with the “Do Not Pay” initiative, which requires all agencies to review key databases pre-award and pre-payment.
- Detects and helps prevent erroneous payments.

Do Not Pay Business Center



Do Not Pay Portal

Provides users with a single entry point for multiple data sources online. The data sources are updated frequently and allow the user to see results immediately. Users have the option of performing searches by the use of three different methods: online single searches, batch matching, and continuous monitoring.



Data Analytics Services

Provides agencies with additional customized analysis to combat improper payments, including matching and analyzing the agency's payment file against currently available data sources and analyzing the payment file itself for irregularities such as same unique identifier (TIN, SSN, EIN, DUN) and different names.



Agency Support Center

Supports users for both services and all aspects of the process. Also, provides personalized training and portal demonstrations.



Portal

Access to the portal is being offered to agencies as a one stop shop for your data needs. Agencies can select the best searching methods to incorporate into their procedures.



Single Online Search

One single entry can be searched and matching records will be returned. Currently, users can search on TIN, SSN, DUNS, Business or Individual Name.



Batch Matching

Agency sends in large files before or after payments are made and Do Not Pay matches the files to available data sources and returns the results to the user via the online portal. Results are typically returned the next business day.



Continuous Monitoring

Agency sends in large files and Do Not Pay stores the file within the portal and provides the agencies with the matches via the online portal. Results are typically returned the next business day.

Data Sources Currently Available:

- Excluded Party List System (EPLS) with an Office of Foreign Asset Controls (OFAC) feed
- Death Master File (DMF)
- List of Excluded Individuals/Entities (LEIE)
- Debt Check
- The Work Number
- Central Contractor Registration (CCR)

Receive updated data source files on a regular basis.

New Data Sources are being added regularly.

Do Not Pay Website – Agency Login

Do Not Pay - Windows Internet Explorer
http://donotpay.treas.gov/

File Edit View Favorites Tools Help

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What Can the Do Not Pay Business Center Do for Your Agency?

Pre-Award

- Verify Program Eligibility
- Ensure Contract Eligibility

Do Not Pay user submits data for entities under consideration & receives matching results.

Pre-Payment

- Re-Verify or Monitor Program Eligibility for Payments
- Research Matches

Do Not Pay user submits data for entities receiving payments or being monitored & receives matching results.

Post-Payment

- Trending & Analytics
- Reporting
- Corrective Action

Data Analytics Services staff analyze the data and trends and provide reports to support agency investigation and recovery efforts.

More Info

- [Do Not Pay User Guide](#)
- [Do Not Pay System Requirements and Reference Guide](#)
- [Current Do Not Pay Customers](#)

E-MAIL SIGNUP

[Sign up](#) for our mailing list to receive Do Not Pay News

Agency Login Screen

fms

Enterprise Single Sign On

Log In To: <https://portal.goverify.treas.gov/index.html>

Select an authentication method and enter your credentials

Log In using your FMS:

PKI Certificate ▶

To log in using your PKI Certificate, please click the Log In link.

[PKI Log In](#)

WARNING
WARNING
WARNING

You have accessed a United States Government computer. Unauthorized use of this computer is a violation of federal law and may subject you to civil and criminal penalties. Computer and the automated systems, which run on it, are monitored. Individuals are not guaranteed privacy while using government computers and should, therefore, not expect it. Communications made using this system may be disclosed as allowed by federal law.

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U. S. Department of the Treasury - Financial Management Service

Windows Security

Confirm Certificate

Confirm this certificate by clicking OK. If this is not the correct certificate, click Cancel.



aoutre01

Issuer: Fiscal Service

Valid From: 3/28/2012 to 3/28/2015

[Click here to view certificate properties...](#)

OK

Cancel

Do Not Pay Home Page

Welcome, Agency Outreach

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ITIM Self-Service

Online Search

Batch Matching

Continuous Monitoring

Helpful Information

Access to The Work Number

Access Group

Access to All Groups

SSN / EIN / TIN (9 digits, no spaces or dashes)

Example: 123123123

First Name

Last Name

DUNS Number

Plus 4

Business Name

Search

Clear

? [Search Tips](#)

Want to start a new search?

Enter one of the following criteria:

- Social Security Number (SSN) or Employer Identification Number (EIN) or Taxpayer Identification Number (TIN)
- SSN/EIN/TIN and Last Name
- SSN/EIN/TIN and Last Name and First Name
- Last Name and First Name
- Business Name
- SSN/EIN/TIN and Business Name
- Business Name and DUNS and Plus 4
- Business Name and DUNS
- DUNS
- DUNS and Plus 4

To get the best results, here are some other tips:

1. Be specific when searching for a name. Enter a name exactly as it will appear in the search results.
2. The more criteria you enter, the more limited your results will be.
The search results will only contain records that match every criteria you have entered.
3. If you are looking for a larger sample, try entering fewer search criteria.



Online Search Results

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- Online Search**
- Batch Matching
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Access Group
Access to All Groups

SSN / EIN / TIN (9 digits, no spaces or dashes)
542081627 Example: 123123123

First Name

Last Name

DUNS Number Plus 4

Business Name

Search **Clear** [? Search Tips](#)

Search Results for SSN/EIN/TIN: 542081627

2 Matches Found

Central Contractor Registration As of 03/05/2012	Excluded Parties List - Private As of 03/20/2012	Excluded Parties List - Public As of 03/12/2012	List of Excluded Individuals and Entities As of 03/13/2012
0	1	1	0

Source System : Excluded Parties List - Private, As of 03/20/2012 (1 Match Found)

TIN	Name	Address	City	State	ZIP	Country	DUNS	Exclusion Code
542081627	ROBERT J SMITH	21321 EUCLID AVE	EUCLID	OH	44117	N/A		Reciprocal




Batch Matching – Home Page

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FILE SELECTION FOR BATCH MATCHING

GOVerify Matches

CCR Validation Matches



File Name	Total # of Records	Received Date/Time	From Date	Through Date	Match Date/Time
Vendor 1 Payment File ACH	750	2011/08/15 00:00	2011/07/01	2011/07/31	2011/08/16 15:37
Vendor 2 Payment File CHK	2,135,476	2011/10/22 00:00	2011/09/01	2011/09/30	2011/10/23 15:35
Vendor 3 Payment File	117,358	2012/01/15 00:00	2011/12/01	2011/12/31	2012/01/16 15:30

Access Group:

Access to All Groups

Submit



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No Printing Allowed For Any Results

Batch Matching – Filter Matching Results

FILTER MATCHING RESULTS FOR BATCH MATCHING

202 Matches Found



<u>Data Source</u>	<u># of Conclusive</u> Matches <input type="checkbox"/>	<u># of Probable</u> Matches <input type="checkbox"/>	<u># of Possible</u> Matches <input type="checkbox"/>
<input type="checkbox"/> Central Contractor Registration (Not on List) as of 03/05/12	1 <input checked="" type="checkbox"/>	0 <input type="checkbox"/>	0 <input type="checkbox"/>
<input checked="" type="checkbox"/> Excluded Parties List - Private as of 03/05/12	2 <input checked="" type="checkbox"/>	2 <input checked="" type="checkbox"/>	0 <input checked="" type="checkbox"/>
<input type="checkbox"/> Excluded Parties List - Public as of 03/15/12	0 <input type="checkbox"/>	24 <input type="checkbox"/>	40 <input type="checkbox"/>
<input type="checkbox"/> List of Excluded Individuals and Entities as of 02/10/12	8 <input type="checkbox"/>	5 <input type="checkbox"/>	1 <input checked="" type="checkbox"/>
<input type="checkbox"/> SSA Death Master File as of 03/05/12	1 <input checked="" type="checkbox"/>	0 <input type="checkbox"/>	23 <input type="checkbox"/>
<input type="checkbox"/> TOP Debt Check as of 03/03/12	3 <input type="checkbox"/>	3 <input checked="" type="checkbox"/>	89 <input type="checkbox"/>

Total Payment Amount to Payee

Single Payment to Payee

Select All

Clear Selection


Submit

Matching Results Summary

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MATCHING RESULTS SUMMARY - Batch Matching

7 Payee Matches Found



Select All	Payee TIN	Payee ID Type	Payee Name	Payee DUNS	Match Source	Match Level	Match Type
<input type="checkbox"/>	546875123	TIN	ALBERT BROWN		SSA Death Master File	Conclusive	TIN +LAST NAME
<input checked="" type="checkbox"/>	985348217	TIN	BROWN CORPORATION	810752974	Central Contractor Registration (Not on List)	Conclusive	DUNS
<input checked="" type="checkbox"/>	214875123	TIN	CHARLES SMITH		Excluded Parties List - Private	Conclusive	TIN + LAST NAME
					TOP Debt Check	Probable	TIN
					List of Excluded Individuals and Entities	Possible	FIRST NAME + LAST NAME
<input checked="" type="checkbox"/>	362407321	TIN	UNITED PARCEL SERVICE	804581234	Excluded Parties List - Private	Conclusive	DUNS
<input checked="" type="checkbox"/>	145041268	TIN	AARON HAMILTON PLUMBING		Excluded Parties List - Private	Probable	TIN
<input type="checkbox"/>	321457612	TIN	DREW JONES		TOP Debt Check	Probable	TIN
<input type="checkbox"/>	854624862	TIN	ST LUKE HOSPITAL SERVICE		TOP Debt Check	Probable	TIN

[Continue to Details](#)



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Detailed Results

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MATCHING DETAILS - Batch Matching

Name	TIN	DUNS													
UNITED PARCEL SERVICE	362407321	804581234													
<input checked="" type="checkbox"/> Conclusive Match			Data Source: EXCLUDED PARTIES LIST - PRIVATE as of 3/5/2012												
TIN	NAME	ADDRESS	CITY	STATE	ZIP	COUNTRY	DUNS	EXCLUSION CODE	EXCLUSION DESCRIPTION	CT CODE	CLASSIFICATION	EPLS CREATE DATE	EPLS ACTION DATE	EPLS TERMINATION DATE	AGENCY
362407321	UNITED PARCEL SERVICE	45 UPS WAY	ATLANTA	GA	54787	USA	804581234	RECIPROCAL		R	INDIVIDUAL	11/5/2002	8/19/2002	INDEFINITE	OPM
AARON HAMILTON PLUMBING	145041268														
<input checked="" type="checkbox"/> Probable Match			Data Source: EXCLUDED PARTIES LIST - PRIVATE as of 3/5/2012												
TIN	NAME	ADDRESS	CITY	STATE	ZIP	COUNTRY	DUNS	EXCLUSION CODE	EXCLUSION DESCRIPTION	CT CODE	CLASSIFICATION	EPLS CREATE DATE	EPLS ACTION DATE	EPLS TERMINATION DATE	AGENCY
145041268	JULIE JOHNSON	1200 MADISON AVENUE	NEW YORK	NY	30019	USA		RECIPROCAL		R	INDIVIDUAL	11/5/2002	8/19/2002	INDEFINITE	OPM
BROWN CORPORATION	985348217	810752974													
<input checked="" type="checkbox"/> Conclusive Match			Data Source: CENTRAL CONTRACTOR REGISTRATION as of 3/5/2012 ***NOT ON LIST***												
<input checked="" type="checkbox"/> Probable Match			Data Source: TOP DEBT CHECK as of 3/3/2012												
Debtor Name	Debtor TIN	DEBTOR CITY	DEBTOR STATE	DEBTOR ZIP	AGENCY CONTACT	DEBT AGENCY ADDRESS									
Brown Corp	985348217	KANSAS CITY	MO	64155	Internal Revenue Service	P.O. BOX 12345 KCMO 64157	Details								
<input checked="" type="checkbox"/> Probable Match			Data Source: EXCLUDED PARTIES LIST - PRIVATE as of 3/5/2012												
TIN	NAME	ADDRESS	CITY	STATE	ZIP	COUNTRY	DUNS	EXCLUSION CODE	EXCLUSION DESCRIPTION	CT CODE	CLASSIFICATION	EPLS CREATE DATE	EPLS ACTION DATE	EPLS TERMINATION DATE	AGENCY
985348217	Brown Corporation	123 Main Street	NEW YORK	NY	30019	USA	810752974	RECIPROCAL		R	INDIVIDUAL	11/5/2002	8/19/2002	INDEFINITE	OPM
CHARLES SMITH	214875123														
<input checked="" type="checkbox"/> Conclusive Match			Data Source: EXCLUDED PARTIES LIST - PRIVATE as of 3/5/2012												
TIN	NAME	ADDRESS	CITY	STATE	ZIP	COUNTRY	DUNS	EXCLUSION CODE	EXCLUSION DESCRIPTION	CT CODE	CLASSIFICATION	EPLS CREATE DATE	EPLS ACTION DATE	EPLS TERMINATION DATE	AGENCY
214875123	CHARLES SMITH	123 EASY STREET	KANSAS CITY	MO	64155	USA		RECIPROCAL		Z1	INDIVIDUAL	7/25/2003	4/20/2005	INDEFINITE	HHS
<input checked="" type="checkbox"/> Probable Match			Data Source: TOP DEBT CHECK as of 3/3/2012												
Debtor Name	Debtor TIN	DEBTOR CITY	DEBTOR STATE	DEBTOR ZIP	AGENCY CONTACT	DEBT AGENCY ADDRESS									
CHARLES SMITH	214875123	KANSAS CITY	MO	64155	CHILD SUPPORT INTERCEPT	P.O. BOX 12345 KCMO 64157	Details								
<input checked="" type="checkbox"/> Possible Match			Data Source: LIST OF EXCLUDED INDIVIDUALS AND ENTITIES as of 2/10/2012												
TIN	NAME	GENERAL	SPECIALTY	EXCLUSION CODE	EXCLUSION DESCRIPTION	EXCLUSION DATE	BIRTH DATE	ADDRESS	CITY	STATE	ZIP	COUNTRY			
214875123	CHARLES SMITH	AMBULANCE COMPANY	OWNER/ OPERATOR	1128a1	Program-related conviction	6/20/2002	4/5/1968	123 EASY STREET	KANSAS CITY	MO	64155	USA			





Data Analytics Services

Data Analytics Services are being offered to agencies to help reduce fraud, errors and payments being made to ineligible recipients.

Files to be used for agency analysis

- Agency provided payment file
- Agency provided payee list
- FMS Payment Data
- Recovery.gov
- USASpending.gov
- IPP Vendor Data
- ASAP Grantee Data

Data Sources

- Excluded Party List System (EPLS) with an Office of Foreign Asset Controls (OFAC) feed
- Death Master File (DMF)
- List of Excluded Individuals/Entities (LEIE)
- Debt Check
- Central Contractor Registration (CCR)
- Affirmative Proceeding Data
- Dun & Bradstreet
- Recovery.gov
- Google Maps/Search
- Zip Code
- Prison Address Source

General Statistics

- Number of payments, number of payees, total awarded, highest/lowest/average payment, standard deviation
- Payments or payees lacking a unique identifier
- Payments or payees outside of the United States
- Payment distribution analysis
- Payments sent to P.O. Boxes

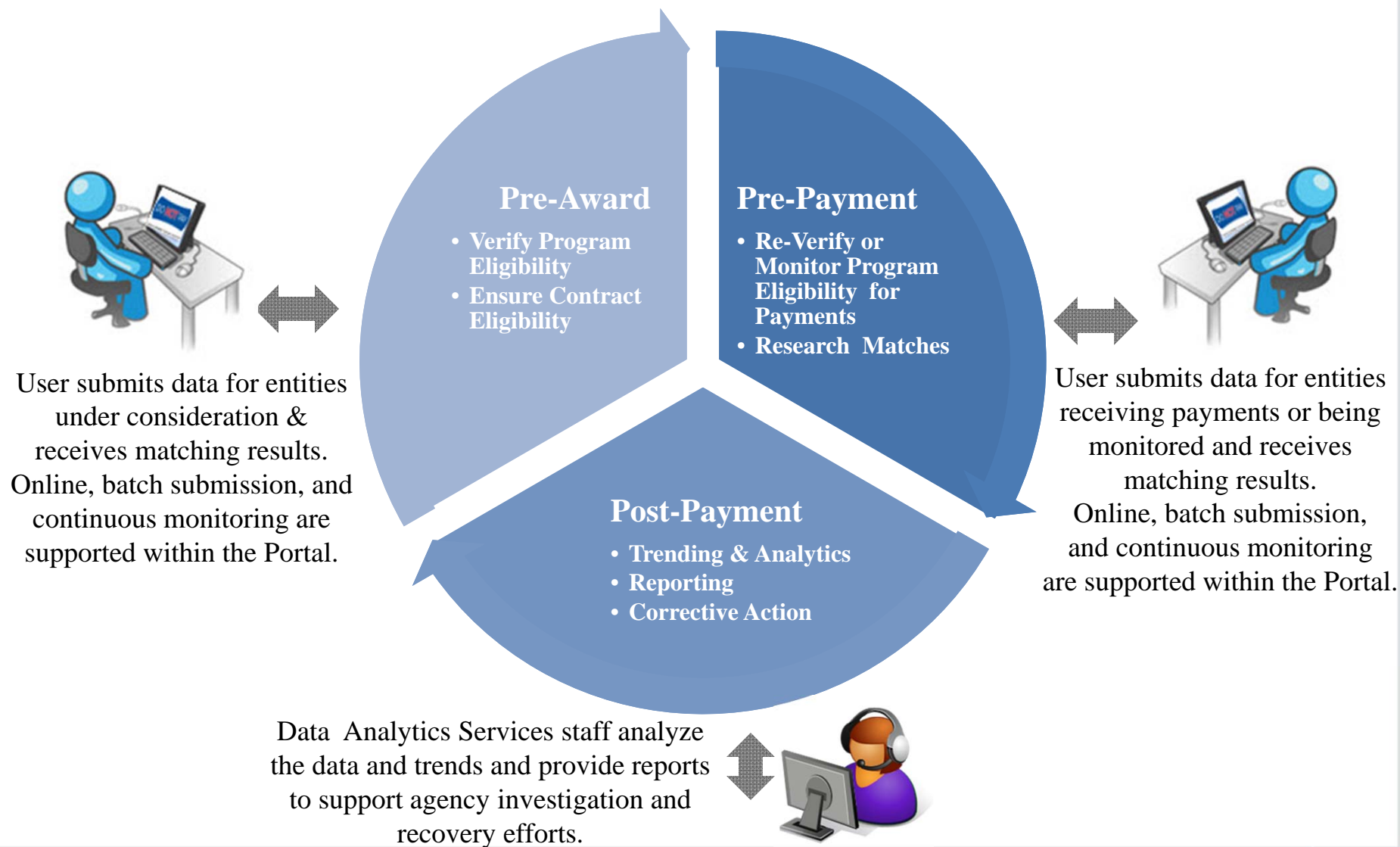
Fraud Detection

- Duplicate payments
- Conflicting information
- Link analysis

Agency Specific Analysis

- Trend analysis
- Research irregularities
- Special Requests

Business Process Integration



Onboarding

Online Single Search

Portal



Batch Matching & Continuous Monitoring



Data Analytics Services



For Additional Information

Get More Information

Schedule a meeting with our team to discuss onboarding for the Do Not Pay services that best fit your agency's needs.

Start Receiving Updates

Sign up for the mailing list on our website to receive updates on new functionality and data sources as they become available.

Contact the Agency Support Center



1-855-837-4391



donotpay@stls.frb.org



<http://donotpay.treas.gov>

