



OTCnetSM Financial Services Fact Sheet

Overview

The FMS Over the Counter Revenue Collection Division (OTCD) is migrating the functionality of its over the counter platform into a single web based application to provide integrated OTCnetSM financial services. This migration combines the functionality of the Paper Check Conversion Over the Counter (PCC OTC) system, Treasury General Account Deposit Reporting Network (TGANet), and other services to enable FMS to provide world class OTCnet financial services. OTCnet financial services include single stop shopping for point of sale revenue collection services, check conversion, electronic payments, substitute checks, deposit reporting, and other financial transaction reporting services. OTCnet financial services Release 1.0 was implemented in February 2011 and Release 1.2 was implemented in June 2011.

Who is Served, and What are the Benefits?

This migration and combination of functionality ensures that OTCnet financial services meet Federal Program Agency (FPA) payment deposit and reporting business needs seamlessly using one application, in both domestic and foreign environments. OTCnet financial services meet the needs of its customers and stakeholders in multiple ways:

- **Ease of Use.** OTCnet financial services make it easier for stakeholders and citizens to do business with the Government. Point of sale and bank deposit activity will be simplified.
- **Technology Alignment.** OTCnet financial services permits agencies with over the counter deposits posted to depository banks and Federal Reserve Banks to report deposits electronically, which is important because CA\$HLINK II system will sunset in December 2012.
- **GWA Compliant.** OTCnet financial services accommodate check capture and deposit reporting "the GWA way", which is important because reporting transactions and associated accounting data "the GWA way" will be a required standard under the GWA Modernization initiative.
- **Convenience.** OTCnet financial services significantly upgrade paper check conversion processing. For the first time, eligible checks are converted end to end over the internet in "on line" mode. In the Online mode, all software will be provided through the browser and there will be no need to install software on the desktop. For agency customers that conduct operations in locations where "on line" mode is a challenge due to bandwidth limitations, OTCnet financial services also supports check conversion processing in "off line" mode. In the Offline mode, agency customers will install software on the desktop via secure download from OTCnet Online or CD.
- **Secure.** OTCnet financial services is compliant with the latest FISMA security requirements for user provisioning, and Homeland Security Presidential Directive -12 (HSPD-12) and Personal Identity Verification (PIV) standards. Compliance with these standards provides assurance to agency customers that FMS and OTCD are committed to maintaining robust security standards pertaining to the authorization and authentication of users, now and in the future.

How Will FPAs and Financial Institutions Know How to Use OTCnet Financial Services?

FMS has developed a multi-faceted training program to support the use OTCnet financial services: easily navigated Web-based Training (WBT) is available to FPAs and Financial Institutions (FIs). The WBT allows users to become familiar with OTCnet functionality when it is convenient for them. Because WBT is a self-paced training tool, it is ideal for new hires, start-up and everyday users as either initial or refresher training. Additionally, reference materials, such as User Guides and Job Aids are available to complement the WBT. OTCnet also features Online Help for certain critical tasks to assist FPAs and FIs to better navigate the web-based system, including 'Show Me' and 'Try Me' demonstrations.

WBT is the preferred training delivery mechanism; however, upon request and FMS approval, Instructor Led Training (ILT) will be available.

When Will FPAs and FIs Begin to Use OTCnet Financial Services?

OTCnet financial services Release 1.0 went into production in February 2011. Since the release of OTCnet, FMS started converting legacy PCC OTC system and TGANet agency customers to OTCnet financial services. TGANet customers and supporting FIs were successfully converted to OTCnet financial services on March 19, 2011. PCC OTC system customers began their conversion in April 2011 and will continue through October 2012. The conversion of FPAs to OTCnet financial services will be a collaborative effort between each FPA and FMS, as we recognize a number of considerations (e.g., operations, scheduling) must be taken into account. FMS will share conversion information and requirements with FPAs and FIs in a timely manner to ensure conversion readiness.

What should a FPA and FI do to prepare for OTCnet?

FPAs and FIs can complete several important activities in preparation for their OTCnet conversion. First, FPAs and FIs should visit the OTCnet Website (<http://www.fms.treas.gov/otcnet/index.html>) and become familiar with the OTCnet Conversion Toolkit. The OTCnet Conversion Toolkit contains important documents to help FPAs and FIs become acclimated with the OTCnet application, and prepares the agency for what they can

expect during their conversion. It is important for all FPAs and FIs to review the Systems Requirement document to ensure that their workstation has the necessary system and configuration requirements to use OTCnet. Once FMS has contacted a FPA or FI about their conversion schedule, the OTCnet Team will work with the FPAs and FIs throughout the onboarding process. It is important for FPAs and FIs to determine who within their agency or financial institution will take on the different OTCnet user roles. To learn more about the OTCnet user roles, please refer to the OTCnet User Roles Guide at http://www.fms.treas.gov/otcnet/OTCnet_user_roles_guide.pdf. Additionally, all staff should complete Web Based Training (WBT) for OTCnet Deposit Reporting and Check Capture before using the system. The WBT can be accessed at <http://www.fms.treas.gov/otcnet/training/wbt/index.htm>. Once training is completed, FPAs and FIs will be prepared to begin using OTCnet.

What are OTCnet's System Requirements?

OTCnet has several system and configuration requirements that FPAs and FIs will need to have for OTCnet deposit reporting and check capture. The general requirements to operate OTCnet Online and Offline are that the FPA or FI must have Windows 7, Windows Vista or Windows XP operating systems and Internet Explorer 7.0 or 8.0. In addition, workstations should have 20MB of free disk space and 1 GB of workstation memory. Your FPAs' or FIs' workstations should have windows resolution of 1024x 768 or 800x600. There are additional requirements to use OTCnet Check Capture, such as Adobe Reader v7 or higher, scanner drivers, and respective compatible check scanner. To learn more about the system requirement, please refer to http://www.fms.treas.gov/otcnet/OTCnet_SysReq.pdf.

For More Information

To learn more about OTCnet financial services, please access our website at: www.fms.treas.gov/otcnet/index.html or email us at: fms.otcinformation@citi.com

The website will provide current information on OTCnet financial services developments, including the services provided, user training, upcoming events, conversion scheduling, etc. We intend our website to be your one-stop information source for OTCnet financial services. Alternatively, you may reach out directly to the OTCD staff point of contact:

Reginald McKinney, OTCnet Financial Services Business Lead
(202) 874-6893
reginald.mckinney@fms.treas.gov

Angela Smith, OTCnet Financial Program Specialist
(202) 874-4080
angela.smith@fms.treas.gov

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