



U.S. Department of Justice

Federal Bureau of Investigation

Washington, D.C. 20535-0001

October 31, 2016

Maureen Wylie
Chief Financial Officer
U.S. Nuclear Regulatory Commission
Washington, DC 20555-0001

Dear Maureen,

I am contacting you because your agency has Inter-Agency Agreements (IAA) with the FBI that will be affected by changes to the information required for Intragovernmental Payment and Collection (IPAC) transactions.

The FBI is currently enhancing its IPAC process and Financial Management System to streamline processing of IPAC transactions. With these enhancements, all Federal agencies that initiate IPAC payments or collections with the FBI will need to provide specific information within certain fields in the Treasury IPAC System. These changes are effective October 1, 2016 for all existing and new agreements unless your agency has previously received other guidance (including the IPAC Reference ID in the Purchase Order field). In such cases, the deadline to adopt the new format for agreements is April 1, 2017.

Except as noted above, payment and collection IPACs submitted to the FBI after September 30, 2016 that do not contain the required data elements in the appropriate fields within the Treasury IPAC System will be returned for revision. The FBI will be providing instructions with agreement modifications or letters, as appropriate, detailing required data elements and associated fields that should be populated for each IPAC submitted to the FBI through the Treasury IPAC system. However, the attachment provides for your information high-level required fields for FBI IPACs. The fields are consistent with the requirements of I TFM 6-4000, Intra-Governmental Payment and Collection (IPAC System). Please note that the IPAC System may require additional fields beyond those listed in the attachment.

If you have questions, please contact Kamile Narine, Chief of the FBI's Accounting Section (202) 324-1345. Thank you for your continued partnership with the FBI.

Richard L. Haley, II
Chief Financial Officer
Assistant Director of Finance,
Facilities and Real Property

Appendix A - Legal Letter Response

Nuclear Regulatory Commission (NRC) - Legal Letter Reporting FY 2016, 2nd Update
1002 D - Example Management Summary Schedule

Column:

- 1 **Reference key:** Page number of legal representation letter obtained from General Counsel discussing the case, or other reference information.
- 2 **Amount claimed:** Amount claimed in the litigation, claim, or assessment (if specified)
- 3 **Name of case or related cases:** Where appropriate, provide name of case or aggregated cases which meet materiality threshold.
- 4 **Likelihood of loss:** Indicate management's evaluation of the likelihood of loss on individual or aggregated cases.
Options:
P: probable (loss likely to occur);
R/P: reasonably possible (the chance of loss is less than probable, but more than remote); or
R: remote (the chance of loss is slight).
- 5 **Amount or range of potential loss:**
Options:
5a: Probable (P) -- Provide single estimate or lower end of range, if known. Enter "U" if unknown. (Also provide column totals.)
5b: Reasonably possible (R/P) -- Provide single estimate or lower end of range, if provided. Enter "U" if unknown. Also provide column totals.
5c: If amounts in P or R/P are ranges, provide upper end of range; otherwise, enter "n/a."
- 6 **Disposition in financial statements - amount recorded:** If applicable, provide corresponding dollar amount recorded as a liability in the financial statements. (Also provide column totals.)
- 7 **Disposition in financial statements - note disclosure:** If applicable, indicate by note reference number where case information is separately disclosed or included in amounts disclosed in notes to the financial statements. (Also provide column totals.)



IPAC Record Type	IPAC Field	Information Description
Header (H)	Receiver BETC	IAA Requesting Agency (FBI) BETC: e.g., DISB
Header (H)	Document Reference Number (DRN)	Unique Identifier: e.g., ABC12345 Note: If the Servicing Agency submits one DRN for multiple invoices/bills, each invoice line must have a separate Detailed Amount line.
Header (H)	Transaction Total Amount	Total amount of all detail lines for this transaction. Also referred to as Summary Amount.
Detail (D)	Receiver TAS	Valid FBI TAS as listed on the IAA in Component TAS format:* <ul style="list-style-type: none"> • SP - Sub-level Prefix Code: BLANK • ATA - Allocation Transfer Agency Identifier: BLANK • AID - Agency Identifier: 015 • BPOA - Beginning Period of Availability: 2016 • EPOA - Ending Period of Availability: 2016 • A - Availability Type Code: BLANK • MAIN - Main Account Code: 0200 • SUB Position - Sub-Account Code: 000 * This is an example of a single year appropriation. Refer to your IAA for the Component TAS applicable to the order.
Detail (D)	Sender TAS	Valid IAA Servicing Agency's TAS as listed on the IAA in Component TAS format:* <ul style="list-style-type: none"> • SP - Sub-level Prefix Code: BLANK • ATA - Allocation Transfer Agency Identifier: BLANK • AID - Agency Identifier: 001 • BPOA - Beginning Period of Availability: 2016 • EPOA - Ending Period of Availability: 2016 • A - Availability Type Code: BLANK • MAIN - Main Account Code: 0001 • SUB Position - Sub-Account Code: 000 * This is an example of a single year appropriation. Refer to your IAA for the Component TAS applicable to the order.
Detail (D)	Sender BETC	IAA Servicing (Other Agency) BETC: e.g., COLL
Detail (D)	Accounting Classification Code	If applicable, the code or number identifying a project or mission provided by the Requesting Agency (FBI)
Detail (D)	ALC Contact	IAA Servicing Agency (Other Agency) POC
Detail (D)	Contact Phone	IAA Servicing Agency (Other Agency) POC Phone Number
Detail (D)	Contract Number	IAA Requesting Agency (FBI) Contract number: IAA No. e.g., 16-12-000C00XXX
Detail (D)	Obligating Document Number	IAA Servicing Agency (Other Agency) Obligating Document Number: e.g., ODN123ABC
Detail (D)	Purchase Order Number	IAA Requesting Agency (FBI) PO Number without any dashes: e.g., RADJF1612000000XXX
Detail (D)	Contract Line Item Number (CLIN)	IAA Requesting Agency (FBI) PO Line Number e.g., 1
Detail (D)	Invoice Number	Bill number on invoice/billing report provided by IAA Servicing Agency (other agency). If an advance is sent, note "ADVANCE" in the Invoice Number field.
Detail (D)	Detail Amount	The amount entered by the user on the detail section of the transaction screens. IPAC does not automatically calculate this amount from the Quantity and Unit Price fields; however, the Quantity multiplied by the Unit Price MUST equal the Detail Amount.
Detail (D)	Description	Transaction Description - Additional information requested by the FBI or provided by the Servicing Agency specific to the transaction.
Detail (D)	Miscellaneous Transaction Information	Additional information requested by the FBI or provided by the Servicing Agency: e.g., IPAC Reference ID



Required Fields for FBI IPACs

Required Fields when FBI is the Servicing Agency and the Requesting Agency (Other Agency) Initiates the IPAC

IPAC Record Type	IPAC Field	Information Description
Header (H)	Receiver Business Event Transaction Code (BETC)	IAA Servicing Agency's (FBI) BETC: e.g., COLL
Header (H)	Document Reference Number (DRN)	Unique Identifier: e.g., ABC12345 Note: If the Requesting Agency submits one DRN for multiple invoices/bills, each invoice line must have a separate Detailed Amount line.
Header (H)	Transaction Total Amount	Total amount of all detail amount lines for this DRN transaction. Also referred to as Summary Amount.
Detail (D)	Receiver Treasury Account Symbol (TAS) ¹	Valid FBI TAS as listed on the IAA in the component TAS format:* <ul style="list-style-type: none"> SP - Sub-level Prefix Code: BLANK ATA - Allocation Transfer Agency Identifier: BLANK AID - Agency Identifier: 015 BPOA - Beginning Period of Availability: 2016 EPOA - Ending Period of Availability: 2016 A - Availability Type Code: BLANK MAIN - Main Account Code: 0200 SUB Position - Sub-Account Code: 000 * This is an example of a single year appropriation. Refer to your IAA for the Component TAS applicable to the order.
Detail (D)	Sender TAS	Valid IAA Requesting Agency TAS as listed on the IAA in Component TAS format:* <ul style="list-style-type: none"> SP - Sub-level Prefix Code: BLANK ATA - Allocation Transfer Agency Identifier: BLANK AID - Agency Identifier: 001 BPOA - Beginning Period of Availability: 2016 EPOA - Ending Period of Availability: 2016 A - Availability Type Code: BLANK MAIN - Main Account Code: 0001 SUB Position - Sub-Account Code: 000 * This is an example of a single year appropriation. Refer to your IAA for the Component TAS applicable to the order.
Detail (D)	Sender BETC	IAA Requesting Agency's (Other Agency) BETC: e.g., DISB
Detail (D)	ALC Contact	IAA Requesting Agency (Other Agency) Point of Contact (POC)
Detail (D)	Contact Phone	IAA Requesting Agency (Other Agency) POC Phone Number
Detail (D)	Contract Number	IAA Requesting Agency (Other Agency) Contract Number: <ul style="list-style-type: none"> DOJ - YRegDOC DOD - MIPR DOS - Project Number CIA - LRN ODNI - DNI Other - Any identifying document number that the agency assigns
Detail (D)	Obligating Document Number	IAA Servicing Agency (FBI) Agreement Number: e.g., 1616-RA3175
Detail (D)	Purchase Order (PO) Number	IAA Requesting Agency (Other Agency) PO Number: e.g., PO123ABC2
Detail (D)	Contract Line Item Number (CLIN)	IAA Servicing Agency (FBI) Invoice Line Number: e.g., 1
Detail (D)	Invoice Number	Bill number on invoice provided by FBI: e.g., PB 10-0000297 If an advance is sent, please note "ADVANCE" in the Invoice Number field.
Detail (D)	Detail Amount	The amount entered by the user on the detail section of the transaction screens. IPAC does not automatically calculate this amount from the Quantity and Unit Price fields; however, the Quantity multiplied by the Unit Price MUST equal the Detail Amount.
Detail (D)	Description	Transaction Description - Additional information requested by the FBI or provided by the Requesting Agency specific to the transaction.

¹ Formerly the Appropriation Symbol, the Treasury Account Symbol is the account number assigned by the Treasury to classify agency transactions. TAS represents individual appropriations, receipts, and other fund accounts. Please refer to the Treasury CARS website for a complete listing of Component TAS: https://www.fiscal.treasury.gov/fsservices/gov/acctg/cars/ipac_tas_betc.xls