

February 17, 2010

PCard-04-2010: FMMI Conversion Process and Client Side Validation (CSV)

This information is being sent on behalf of John T. McCain, Program Manager, Charge Card Service Center Program Office.

As your agency is in the process of the FMMI Conversion, please review the key dates and activities in the timeline below and communicate it to your cardholders. The following agencies are scheduled to convert to FMMI: ARS, ERS, NASS, and CSREES. The CCSC apologizes for the delay in transmitting this key information sooner. Increment weather affected our ability to coordinate the transmission.

***All REE Agencies will be unable to reallocate any transactions in Access Online (AXOL) with FFIS accounting codes from Saturday, February 20th to Monday, February 22nd. Beginning Tuesday, February 23rd, users will be able to reallocate transaction in Access Online using FMMI accounting codes.**

In addition, please review the Client Side Validation (CSV) Guide – US Bank implemented a new form of accounting validation called ‘Client Side Validation’ (CSV) for those agencies converting to FMMI. The guide explains what CSV is and how it works in AXOL. This guide is available for reference on the CCSC website under Purchase ‘Guides & Reference Materials.’

FMMI Conversion Activities

Completed

- REE Agencies have created FMMI shorthand codes and they have been given to US Bank for use in AXOL after the conversion. FMMI simultaneously has provided CCSC with the corresponding accounting strings between FSIS and FMMI for the conversion.
- CCSC has provided a spreadsheet with cardholder accounts and FMMI Shorthand codes to US Bank for mass update of cardholder DACs and CCSC has provided a list of all unextracted transactions to the REE agencies for immediate reallocation so that they transfer over to FFIS for payment prior to the conversion. **Agencies must work towards getting as many transactions reallocated and Final Approved prior to the conversion date.**
- FMMI will send the FY10 Shorthand accounting codes to US Bank. These codes will NOT be immediately available for use for reallocation. They will be made available to the agencies after the transition to FMMI on Monday, February 22, 2010.

As the FMMI Conversion gets closer there are some critical dates which need to be communicated. They are as follows:

February 19

- Last day transactions will post to Access Online with FFIS accounting. All reallocation of previously posted transactions MUST be complete. Any reallocations after this date will NOT be posted to FFIS or FMMI.

- All previously unextracted transactions must be reallocated to valid accounting and extracted to FFIS. Any unextracted transactions after this date will be orphaned and will not be extracted to either FFIS or FMMI.
- All reallocation of previously posted transactions MUST be complete. Any reallocations after this date will NOT be posted to FFIS or FMMI.

February 20

- US Bank will load FMMI FY10 Shorthand codes into Access Online.
- US Bank will update all Cardholder DAC's to FY10 Shorthand Codes.
- US Bank will disable all FFIS converting agencies accounting in Access Online.
- US Bank will delete all converting agency favorites in Access Online.

February 22

- CCSC will provide, to the Agencies, a list of any invalid Cardholder DAC's which result from the conversion.
- CCSC will begin to reallocate transactions with invalid accounting to the cardholder default accounting so that they will be extracted to FMMI.
- ***Transactions with FFIS accounting will no longer be able to be reallocated.***

February 23

- Transactions will post to Access Online with FMMI Shorthand code accounting.
- CCSC will provide agencies with a list of transactions which failed to extract due to invalid FMMI Accounting. Agencies will need to reallocate transactions to valid FMMI accounting.
- Previous FFIS transactions will receive Accept/Reject and Payment confirmation information in Access Online.

February 23 – March 12

- Agencies must Final Approve all transactions which post prior to February 20. Once CSV is turned on, they will be unable to Final Approved transactions with FFIS accounting.

March 13

- US Bank will enable Client Side Validation as part of the reallocation validation for accounting. CSV ICONS will be added as part of the reallocation process.

Please email any questions to ccsc@da.usda.gov.

Thank you!