

Indian Health Service

E-Invoicing/IPP, G-Invoicing, and OCI

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OFFICE OF FINANCE AND ACCOUNTING

DIVISION OF SYSTEMS, REVIEW AND PROCEDURES (DSRP)

11/12/23



E-Invoicing/IPP



Agenda

- Overview
 - What is E-Invoicing and why is E-Invoicing Needed?
 - High Level Process Map and E-Invoicing Solution Overview
 - IPP Treasury System Roles
 - IHS Workflow Configuration
 - IPP Vendor Management Process Flow
 - IPP Purchase Order Extract Process Flow
 - IPP Vendor Invoices Process Flow
 - IPP Dashboard and Reports
 - In-Process Invoices Report Download
 - IPP Knowledge Center

Overview: What is E-Invoicing

What is Treasury IPP?

U.S Treasury Invoice Processing Platform (IPP)

- Agency-wide solution used to facilitate the electronic processing of commercial goods and services
- Solution to modernize and automate Invoice Processing of commercial goods and services for Federal Agencies
- Manages E-Invoicing tasks – Vendor Enrollment, Purchase Order Uploading, Invoice Review, Workflow Approval and Payment Notification
- Avoids Prompt Payment Penalties by supporting efficient invoice processing while automating invoice validation and approval workflows

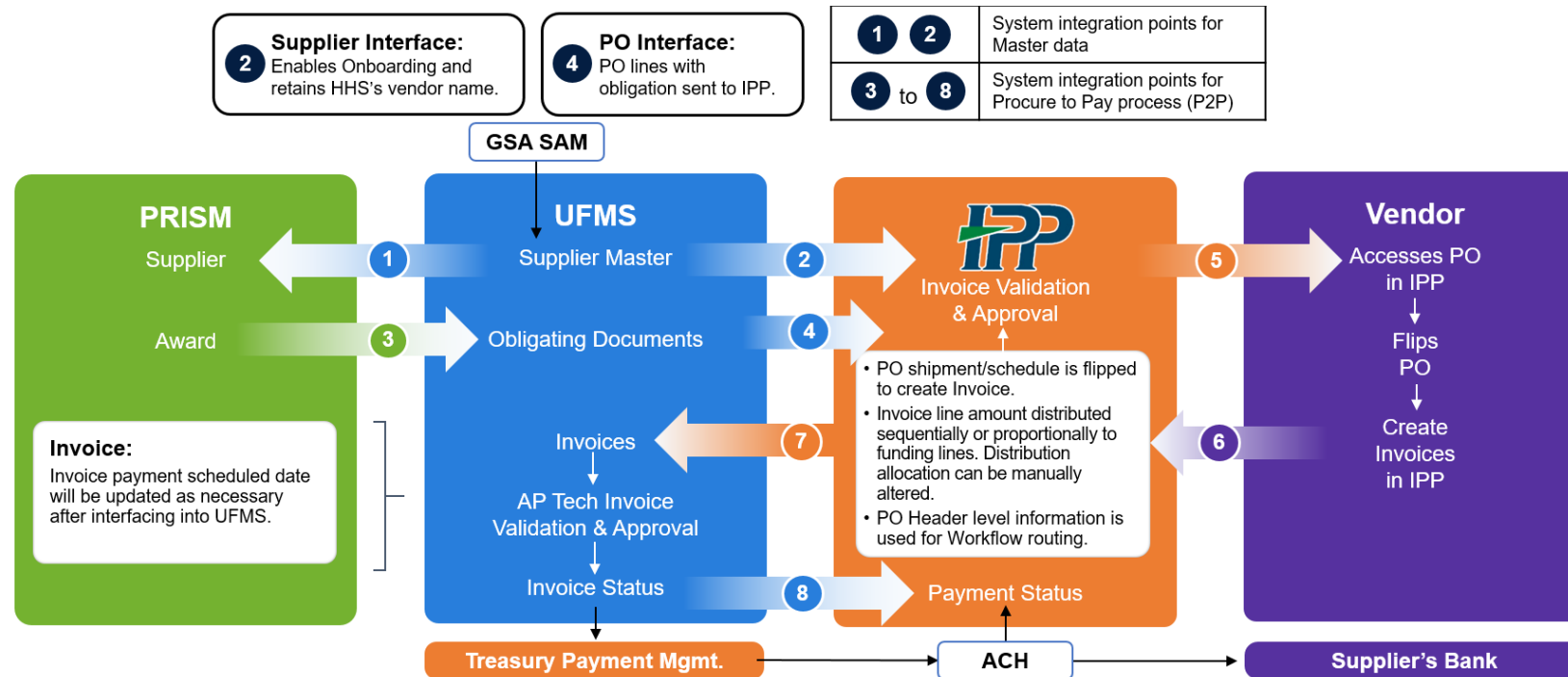
Why did IHS implement IPP?

- OMB Memorandum M-15-19 was published requiring federal agencies to implement electronic invoicing
- HHS Working group recommendation to select Treasury's IPP as a global solution to address invoice processing across all 6 HHS Agencies
- Structured roadmap delivered to migrate HHS to Treasury IPP
- IPP went live in January 2022

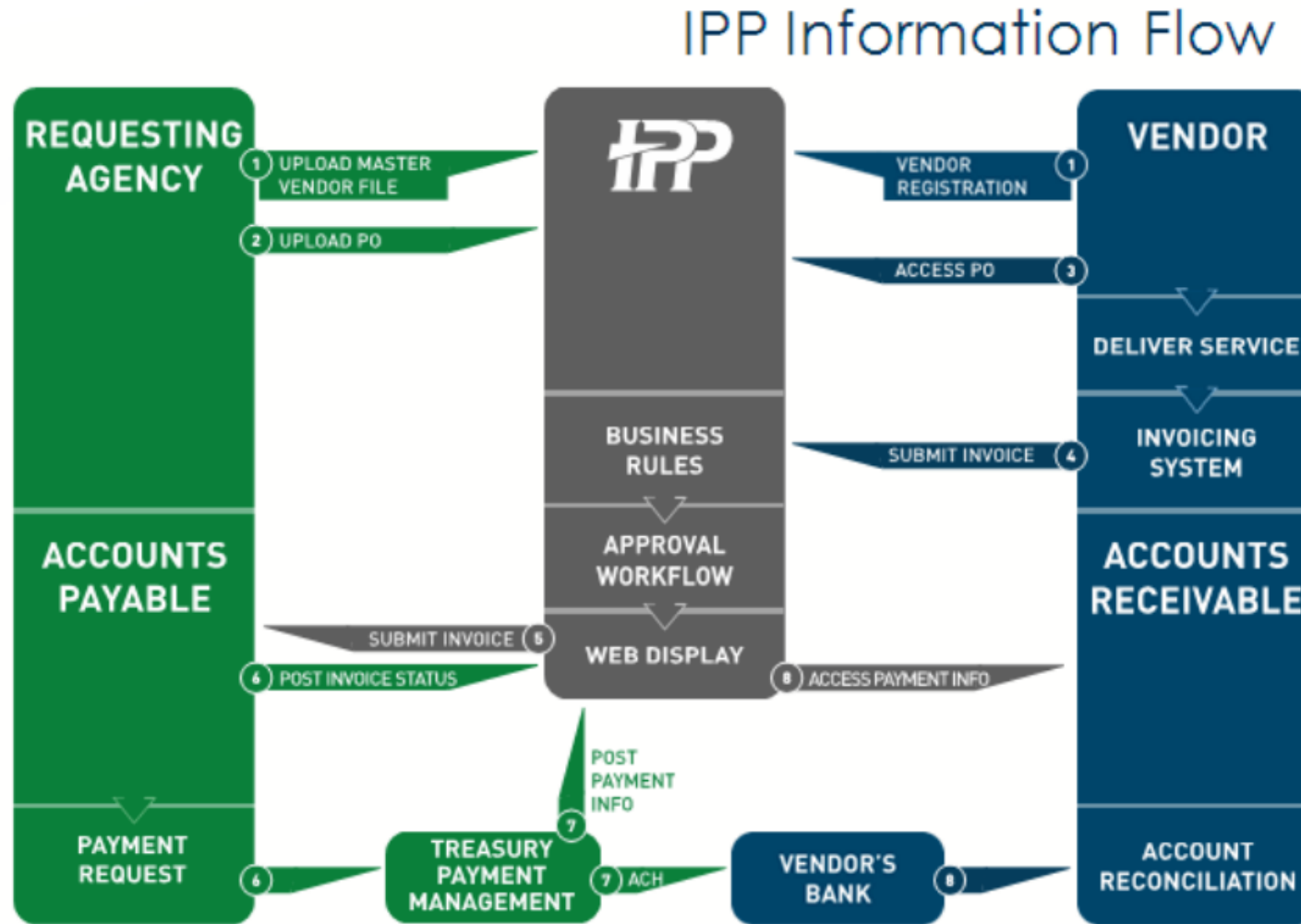


How E-Invoicing benefits IHS?

- Facilitate labor and process efficiencies
- Reduce operational costs at the Agency and Department level
- Improve data quality through entirety of the process
- Improve access to payment information
- Provide on-line self-service to vendor users
- Provide opportunities to reduce interest payment penalties and capture discounts



High Level Process Map and E-Invoicing Solution Overview



IPP PO, Invoice, and Payment Process



High Level UAR Process

- New IPP users will be required to submit a User Access Request (UAR) to gain access to IPP
 - Detailed instructions can be found in the [IPP User Account Request Process](#) Job Aid or the [IPP New User Request Training Video](#) located on the IHS SharePoint page
- After the UAR has been submitted, the request will route through the following approval hierarchy:
 - Supervisor Approval
 - Responsibility Approval
 - Training Validation Approval
 - OpDiv Security Validation Approval
- After the security approval process has completed, UFMS will run a process nightly and the requests will be processed in IPP
- Users will receive two automated emails. The first email will include your IPP User ID and the second will contain your temporary password. When you first log on to the IPP system, you create a new password with the temporary password you were given.
- It is important that you log into the IPP system regularly to maintain an active account status



IPP Treasury System Roles

IHS <Area > Procurement Role

Role Description:

UFMS Procurement Staff (COR, CS and CO) to review and approve or rejects invoices in IPP

This role will be assigned to CORs and ACOs

* Construction Contracts will require an additional approval in IPP from ACO

IHS <Area> Finance Role

Role Description:

Area Accounting Staff to view Purchase Orders, Vendors and approve or reject Invoices in IPP

This role will be assigned to all users who have UFMS AP approver role

IHS <Area> Workflow Manager Role

Role Description:

IPP Workflow Admin to re-route the transactions in approval process

This role will be assigned to IHS HQ and Helpdesk Users

IHS <Area> IPP Reporting Role

Role Description:

To view IPP Reports and create custom reports

This role will be assigned to following Users:

- Users with IHS UFMS Invoice Entry Role
- Users with IPP Workflow Manager Role

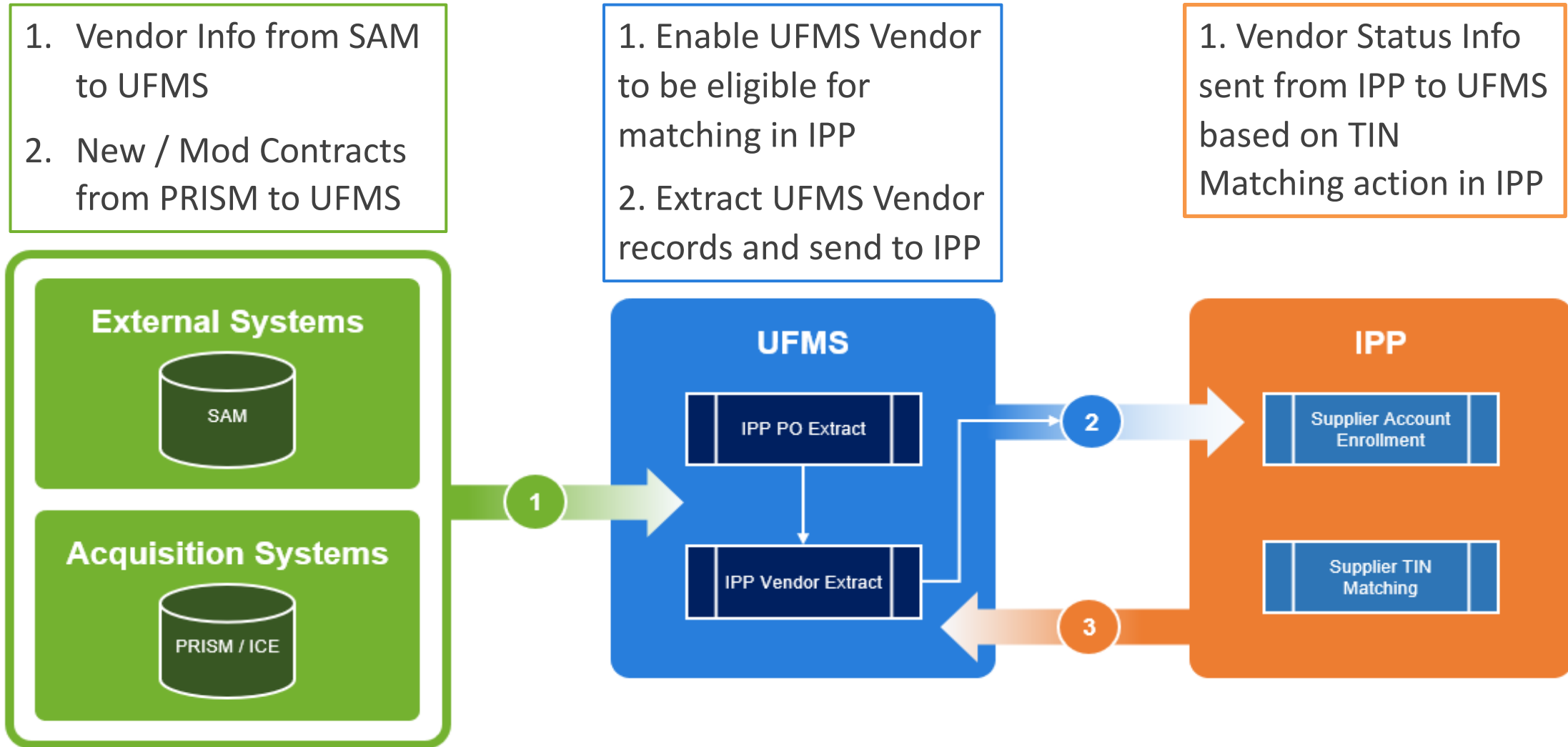
IHS Workflow Configuration

IHS Workflow Configuration - Applicable to All IHS Area Offices

WF Task	PPA Check	COR or TPOC Approval		CO/CS or ACO Approval		AP Team Approval	
		Construction Contracts	All Others	Construction Contracts	All Others	Construction Contracts	All Others
WF Task Level	NA	1	1	2	NA	3	2
WF Category Name		IHS ACO	IHS	IHS ACO		IHS ACO	All Other
Edit Distributions (Y/N)		Yes	Yes	Yes		No	No
Assigned To (Individual/Group)		Individual	Individual	Individual		Group	Group
Assignee (Approver) (User/ Group Name)		COR	COR	ACO		IHS Finance Review	IHS Finance Review
First Notification (To Assignee)		Day of Invoice Submission/ Resubmission	Day of Invoice Submission/ Resubmission	Day of COR Approval		Day of ACO Approval	Day of COR Approval
Renotification (Days from 1st notification for each WF Task Level)		Day 3, Day 5	Day 3, Day 10	Day 3, Day 4		Day 3, Day 4, Day 5	Day 3, Day 5, Day 7
First Escalation Days		Day 7	Day 17	Day 5		NA	NA
Escalated To (1st)		CS	CS	CS		NA	NA
Second Escalation Days		NA	NA	NA		NA	NA
Escalated To (2nd)		NA	NA	NA		NA	NA
WF Exception Group (Workflow Manager Role)		IHS Exception Routing	IHS Exception Routing	IHS Exception Routing		IHS Exception Routing	IHS Exception Routing



IPP Vendor Management Process Flow

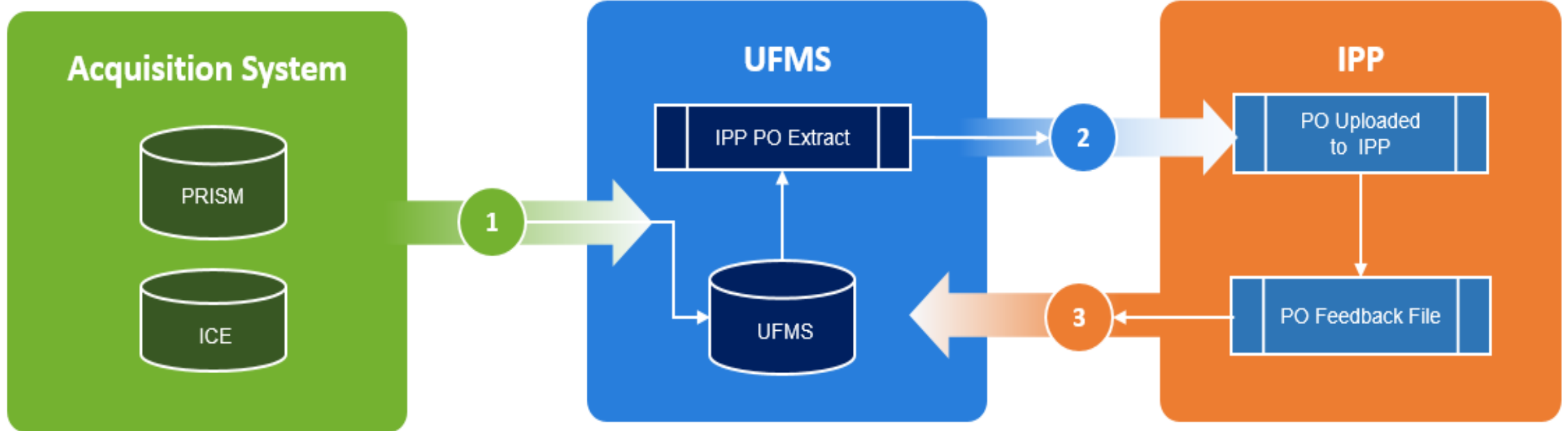


IPP Purchase Order Extract Process Flow

1. Awards (New and Modifications) interfaced to UFMS as Standard Purchase Orders (PO)

1. Eligible UFMS POs selected for extract to IPP

1. IPP PO Upload Status feedback sent to UFMS

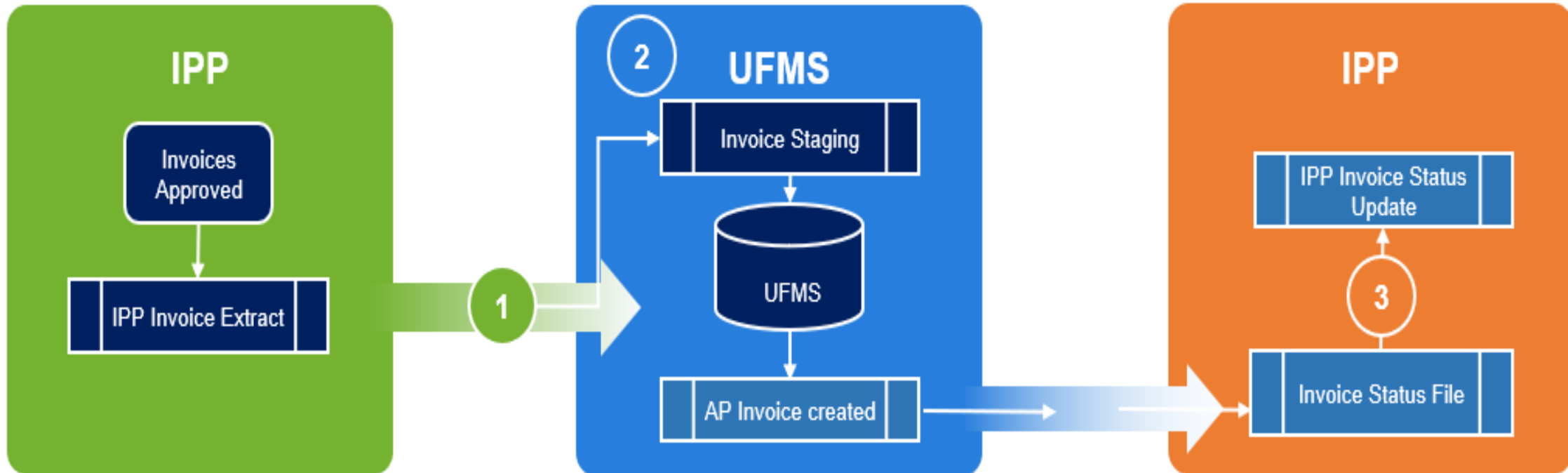


IPP Vendor Invoices Process Flow

1. 'Approved' IPP Invoices extracted from IPP to UFMS
2. Data Segregation – OpDiv Specific PO Review

1. Extracted IPP Invoices are validated and created in UFMS

1. IPP Invoice Status Information sent from UFMS to IPP
2. IPP Invoice Feedback File sent from IPP to UFMS



Invoice in IPP vs UFMS

- Invoice in IPP

<p>ARDENT TECHNOLOGIES INC 1529040</p>	<p>Remit To: ARDENT TECHNOLOGIES INC 1529040 ARDENT TECHNOLOGIES INC. ARDENT TECHNOLOGIES INC 6234 FAR HILLS AVE 6234 FAR HILLS AVE DAYTON OH 45459 XML UEI:KKZ6VV15MBK7 XML DUNS: XML DUNS+4/EFT Indicator: TIN: XXXXX2371</p>	<p>Invoice Number: 68773 Issue Date: Jul 24, 2023 Receipt Date: Jul 24, 2023 Bill Period Start Date: Jun 1, 2023 Bill Period End Date: Jun 30, 2023 Supplier Contact Name: Tamiko Lawton Supplier Contact Phone: 9376714132 Payment Terms: NET 30 DAYS, PROMPT PAY Anticipated Due Date: Aug 23, 2023 Prompt Pay Penalty: 0 day(s) PO Number: 75H70319P00019 R 3 Contract No.: 75H70319P00019 Buyer Contact Name: RACHEL, ROSAS Buyer Phone: Buyer Email: Rachel.Rosas@ihs.gov COR: ROBERT, GEMMELL COR Phone: COR Email: robert.gemmell@ihs.gov FOB Terms: Goods/Services Received Date: Jun 30, 2023 Goods/Services Accepted Date: Jul 5, 2023 First Approver Date: Jul 24, 2023 Prompt Pay Special Handling: Currency Code: USD PO Freight Limit: 0.00 Invoice Amount: 5,586.20</p>																																																																																																					
<p>Department of Health and Human Services</p>	<p>ALC Code: 75030962 Bill To: Department of Health and Human Services 650 Capitol Mall, Suite 7-100 CA 95814</p>																																																																																																						
<p>UFMS PO/Release Number: 75H70319P00019 PO Small Bus Flag: Y Final Invoice (Y):</p>	<p>PO Type: Purchase Basis: S</p>																																																																																																						
<p>Business Unit: CAL</p>	<p>Cost Center: CAL</p>	<p>Dept. ID: IHS</p>																																																																																																					
<table border="1" style="width: 100%; border-collapse: collapse; font-size: small;"> <thead> <tr> <th>INV Line #</th> <th>Dist #</th> <th>PO Line #</th> <th>PO Sch. #</th> <th>PO Dist #</th> <th>Agency Part #</th> <th>Item Code</th> <th>Description</th> <th>CLIN / SLIN</th> <th>Service Date From</th> <th>Service Date To</th> <th>QTY</th> <th>Unit Price</th> <th>U.O.M. (Type)</th> <th>Extended Price</th> <th>Tax Type</th> <th>Tax %</th> <th>Tax Amount</th> </tr> </thead> <tbody> <tr> <td>1.1</td> <td></td> <td>5</td> <td>1</td> <td>1</td> <td></td> <td>13</td> <td>Exercise Option Period 3.</td> <td>13 /</td> <td>6/1/2023</td> <td>6/9/2023</td> <td></td> <td></td> <td>US DOLLAR (S)</td> <td>666.34</td> <td>Exempt</td> <td>0.00</td> <td>0.00</td> </tr> <tr> <td colspan="18">Line Type: S</td> </tr> <tr> <td>2.1</td> <td></td> <td>10</td> <td>1</td> <td>1</td> <td></td> <td>14</td> <td>Option Period 4. Life/Safety.</td> <td>14 /</td> <td>6/10/2023</td> <td>6/30/2023</td> <td></td> <td></td> <td>US DOLLAR (S)</td> <td>4,919.86</td> <td>Exempt</td> <td>0.00</td> <td>0.00</td> </tr> <tr> <td colspan="18">Line Type: S</td> </tr> </tbody> </table>														INV Line #	Dist #	PO Line #	PO Sch. #	PO Dist #	Agency Part #	Item Code	Description	CLIN / SLIN	Service Date From	Service Date To	QTY	Unit Price	U.O.M. (Type)	Extended Price	Tax Type	Tax %	Tax Amount	1.1		5	1	1		13	Exercise Option Period 3.	13 /	6/1/2023	6/9/2023			US DOLLAR (S)	666.34	Exempt	0.00	0.00	Line Type: S																		2.1		10	1	1		14	Option Period 4. Life/Safety.	14 /	6/10/2023	6/30/2023			US DOLLAR (S)	4,919.86	Exempt	0.00	0.00	Line Type: S																	
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Invoice in IPP vs UFMS

- Invoice in UFMS

Invoice Workbench (IHS AP Inquiry)

Batch Control Total Batch Actual Total

IHS-INVOICE-HEADER

Voucher Number	Type	Supplier	Supplier Num	Site	Invoice Date	Inv Received Date	Invoice Num	Invoice Amount	Description
41-IPP-07252023	Standard	ARDENT TECHNOL	1529040	KKZ6VV15	24-JUL-2023	24-JUL-2023 00:00	68773	5586.20	

1 General | 2 Lines | 3 Holds | 4 View Payments | 5 Scheduled Payments | 6 View Prepayment Applications

Summary

Items	5586.20
Retainage	
Prepayments Applied	
Withholding	
Subtotal	5586.20
Tax	0.00
Freight	
Miscellaneous	
Total	5586.20

Amount Paid

USD	5586.20
-----	---------

Status

Status	Validated
Accounted	Yes
Approval	Workflow Approved
Holds	0
Scheduled Payment Holds	0

Description



IPP Dashboard and Reports

- Navigate to FBIS (fbis.hhs.gov) → Dashboards → IPP E-Invoicing Dashboard

FBIS HHS Financial Business Intelligence System Search All

IPP E-Invoicing Dashboard [Alerts](#) [Home](#) [Business Glossary](#) [Catalog](#) [Favorites](#) [Dashboards](#) [New](#) [Open](#)

[In-Process IPP Invoices Dashboard](#) [Rejected IPP Invoices Report](#) [Suppliers Report](#) [IPP Users Report](#)

FBIS Training Corner

Have questions?
[View the FBIS E-Invoicing Solution Training](#) or the full list of [Dashboard & Report Trainings](#) within FBIS
For more learning materials, you can also visit the [FBIS University Learning Center](#) on the FBIS Gateway.

*** 1. Set of Books** **2. Operating Division** **3. Staffing Division Name** **4. ALC Number** **5. Accounting Point** **6. FDA Centers**
IHS Set of Bool IHS --Select Value-- --Select Value-- --Select Value--

7. COR Name **8. Current Assignee Name** **9. Small Business Flag** **10. Supplier Name** **11. Invoice Number**
--Select Value-- --Select Value-- --Select Value-- --Select Value-- --Select Value--

Run Information
Source: UFMS - IPP;Data As Of: 07/06/2023 07:28:44 AM
Time run: 7/10/2023 9:35:01 AM

In process Summary Description

Report Name: Open In-Process IPP Invoices Summary
Target Audience: All Users
Description: Provides counts and amounts for In-Process IPP Invoices sourced from Treasury IPP system
Key Use Cases: Support management of In-Process IPP Invoices to proactively follow up with Invoice approvers



In-Process Invoices Report

- Navigate to Analysis Tab within IPP portal. IPP provides Report Wizard Report Wizard which allows you to create, save, and share custom reports.

The screenshot shows the IPP Disburser portal interface. At the top, the user is logged in as Sri Kavitha Kocherlakota, and the department is set to Department of Health and Human Services. The main navigation bar includes tabs for Welcome, Tasks, Blanket POs, Purchasing, Invoices, Payments, Discounts, Analysis, Suppliers, and Self-Service. The Analysis tab is currently selected and highlighted in green. Below the navigation bar, there is a sub-menu with options for Managed Reports, Payment History, Reports, and Report Wizard. The Managed Reports section is active, displaying the text "The following reports are available for browsing." and a dropdown menu labeled "Report: --Select --". A dashed callout box points to the "Managed Reports" sub-menu with the text "Go to Analysis Tab → Managed Reports Functional Area".

This screenshot shows the same IPP Disburser portal interface as the previous one, but with the "Report: --Select --" dropdown menu open. The dropdown menu lists several report options: --Select --, --Select --, Accrual, Invoices In-Process, PO Remaining Balance Reconciliation, and PO Remaining Balance Summary. The "Invoices In-Process" option is highlighted in blue. A dashed callout box points to this option with the text "Select the Report 'Invoice In-Process'".

© 2007 -



In-Process Invoices Report (Continued)

Disburser Welcome: Sri Kavitha Kocherlakota Department of Health and Human Services QA

Welcome Tasks Blanket POs Purchasing Invoices Payments Discounts Analysis Suppliers Self-Service

Managed Reports Payment History Reports Report Wizard

Managed Reports

The following reports are available for browsing.

Report:	Invoices In-Process
Description:	
As-of E-Receipt Date:	07/27/2021
ALC-Payer Name:	All
Group:	All Groups
Format:	HTML

Run

Enter the Parameters as needed:

- Report: Invoice In-Process
- As of E-Receipt date
- ALC – Payer Name: All
- Group: All Group
- Format: HTML / PDF

IPP Knowledge Center

- For all IPP FAQ's, Please refer to the DAP IPP Knowledge Center
[DAP Invoice Processing Platform \(IPP\) Knowledge Center - Home \(ih.gov\)](https://www.ih.gov/dap-ipp-knowledge-center)



G-Invoicing



Agenda

- Overview
 - What is G-Invoicing?
 - Why is G-Invoicing Needed?
 - High Level Process Map and G-Invoicing Solution Overview

Overview: What is G-Invoicing?



FEDERAL TRADING PARTNERS (FTP)

- **Federal Entities who purchase and sell goods and services from each other** are known as Federal Trading Partners (FTP)
- *In the case of HHS, these may be Operating Divisions (OpDivs) and Staff Divisions (StaffDivs)*



INTRAGOVERNMENTAL TRANSACTIONS (IGTs)

- When FTPs purchase and sell goods and services from each other, **the transactions** are known as Intragovernmental Transactions (IGTs)

The G-Invoicing initiative will:

- Improve the **quality and reliability of data**
- Provide **transparency** among Federal Agencies
- Drive more **accurate accounting and reporting**
- Address a **long-standing material weakness**



G-INVOICING INITIATIVE

- The G-Invoicing government-wide initiative will **standardize data, create new forms, and provide a common platform** for FTPs to process IGTs

Overview: Why is G-Invoicing Needed?



Business Need

- ✓ There is a **high volume** of **Intra-Governmental Transactions (IGTs)** that require **accounting adjustment entries** to record the movement of goods and services
- ✓ In Fiscal Year (FY) 2021, IGTs totaled approximately \$1.38 Trillion, with **unreconciled differences** between Federal Trading Partners (FTPs) **totaling \$13.6 Billion**
- ✓ In Fiscal Year (FY) 2021, HHS IGTs totaled ~\$41 Billion, with **unreconciled differences** for HHS **totaling ~\$589 Million**
- ✓ The unreconciled differences created a **long-standing government-wide material weakness**



Federal Mandate

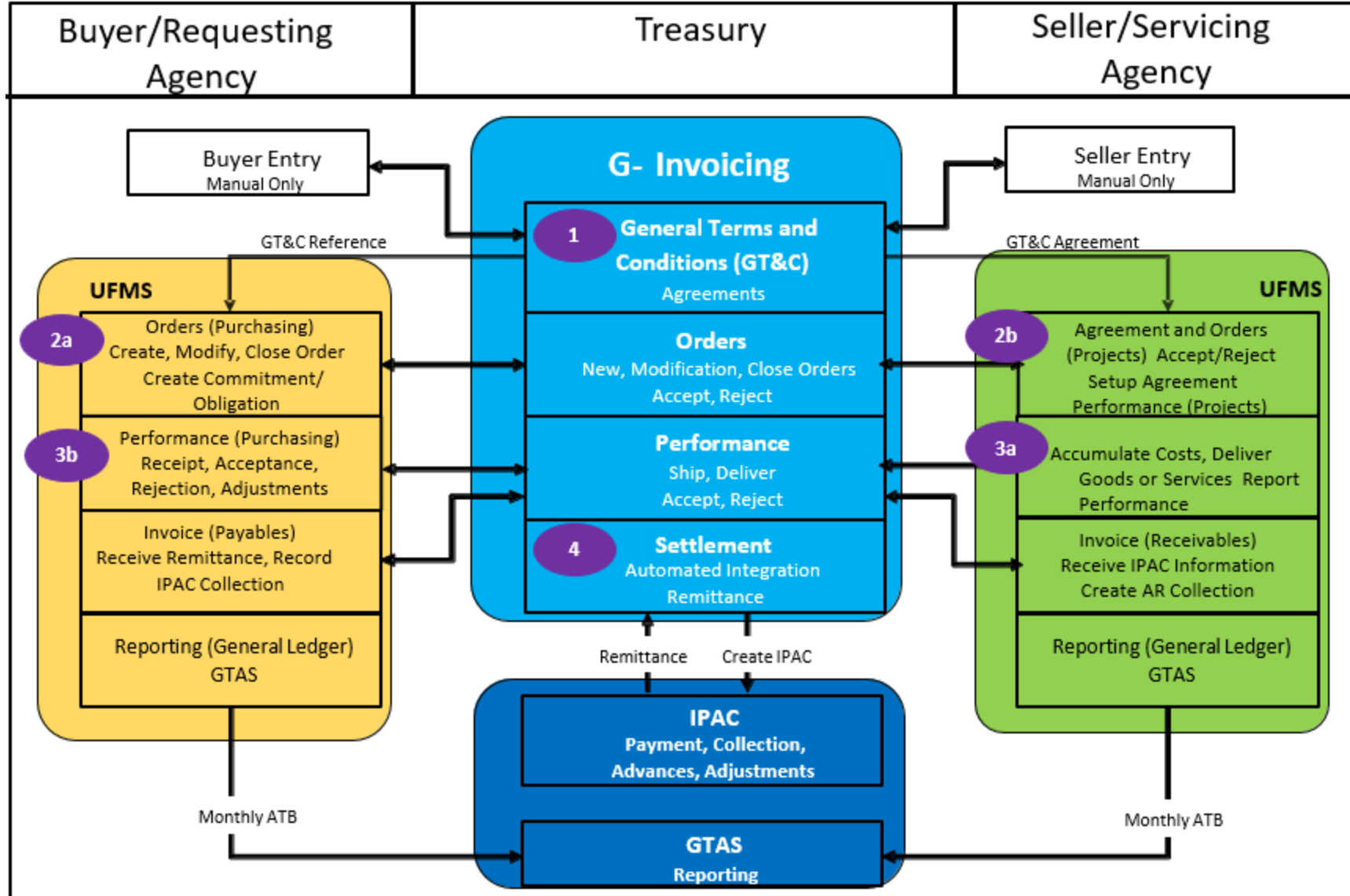
The U.S. Department of the Treasury **mandated** all federal agencies adopt G-Invoicing for:

- ✓ *New and existing intra-governmental agreements by **October 1, 2022 (FY23)***
- ✓ *New intra-governmental Orders by **October 1, 2022 (FY23)***
- ✓ *Already existing Orders, including the conversion of Orders with an open balance and Period of Performance extending beyond September 30, 2023, by **October 1, 2023 (FY24)***

Mandate is available on the PDF version of the Treasury Financial Manual, Volume I, Part 2, Chapter 4700 in Appendix 8 (pages 136-150)



High Level Process Map and Transactions - Definitions



- 1 Enter GT&C in G-Invoicing
- 2a Buyer Initiates Order
- 2b Seller Receives Order
- 3a Seller initiates Performance
- 3b Buyer accepts/rejects Performance
- 4 Settlement happens in IPAC



High Level G-Invoicing Solution Overview – Requesting Agency

- **General Terms and Conditions (GT&C) Creation:**
 - OpDiv users will establish a GT&C (Advances or Non-Advances) in the Treasury's G-Invoicing system as a Requesting Agency after the negotiations are complete with the Trading Partners
 - The GT&C will be reviewed and shared with the Servicing Agency
 - Once the Servicing Agency approves the GT&C, it can be approved by the Requesting Agency
 - The Requesting Agency's Initial and Final Approver will need to review and approve the GT&C
 - Orders can be created against this GT&C
 - The GT&Cs will be open for the Orders once all approvals for the GT&C have been obtained
- **Intragovernmental Transaction (IGT) Orders in UFMS Purchasing (PO) Module:**
 - The Requesting Agency will establish an IGT Requisition* and/or an Order (Advances or Non-Advances) referencing the approved GT&C and the Orders will go through two (2) levels of approvals in the UFMS PO module
 - The approved IGT Order will be pushed to Treasury's G-Invoicing system from UFMS via a scheduled concurrent program



High Level G-Invoicing Solution Overview – Requesting Agency (Cont..)

- **Performance and Settlement in UFMS Purchasing (PO) and Accounts Payable (AP) Modules (for Advance)**
 - Once the Servicing Agency requests for an advance, the Requesting Agency pulls the performance from Treasury's G-Invoicing system to create a pre-payment invoice associated to the IGT Order in UFMS
 - The Requesting Agency will generate a payment for the advance
 - Once the Servicing Agency submits the delivery performance, the Requesting Agency will pull the performance into UFMS to create an AP invoice to liquidate the pre-payment
 - The Advance is liquidated and pushed to Treasury's G-Invoicing system
- **Performance and Settlement in UFMS PO and AP Modules (for Non-Advance)**
 - Once the Servicing Agency reports delivery performance, the Requesting Agency pulls this performance via a scheduled concurrent request into UFMS
 - An AP invoice and payment is automatically created in UFMS for the corresponding delivery performance
 - After the invoice and payment is recorded in UFMS, the performance is pushed back to Treasury's G-Invoicing system via a scheduled concurrent program

High Level G-Invoicing Solution Overview – Servicing Agency

- **GT&C Creation:**
 - OpDiv users will establish a GT&C (Advances or Non-Advances) in Treasury's G-Invoicing system as a Servicing Agency after the negotiations are complete with the Trading Partners
 - The GT&Cs will be reviewed and shared with the Requesting Agency
 - Once the Requesting Agency submits the GT&C for approval, it is open for approval for the Servicing Agency
 - The Servicing Agency's Initial and Final Approver will need to review and approve the GT&C
 - Orders can be created under this GT&C after all the approvals are obtained
 - Approved GT&Cs will be pulled into UFMS from Treasury's G-Invoicing system via a scheduled concurrent program
- **IGT Orders in UFMS Projects Module:**
 - The Intragovernmental Orders Interface Program will pull the newly approved Orders from Treasury's G-Invoicing system
 - The Servicing Agency will establish a Project Agreement (Advances or Non-Advances) referencing the Order including the funding information in UFMS
 - The Order will go through two (2) levels of approvals in UFMS PA (Projects) module
 - The approved IGT Order will be pushed to Treasury's G-Invoicing system from UFMS via a scheduled concurrent program after the Revenue Budget is baselined and funds are available



High Level G-Invoicing Solution Overview – Servicing Agency (Cont..)

- **Performance and Settlement in UFMS Projects and Receivables (AR) Modules (for Advance)**
 - Once the Servicing Agency creates the Order and the project in UFMS, they will immediately request for either partial or full advance
 - Once requested, Treasury’s G-Invoicing system will immediately settle the advance and create an Accounts Receivable (AR) Receipt in UFMS for the Servicing Agency for the requested amount
 - The Servicing Agency begins generating revenue and incurring costs against the Project to the extent of the advance received
 - The Servicing Agency will submit the delivery performance and will be pushed to Treasury’s G-Invoicing system to update the status of the Order
- **Solution Overview Performance and Settlement in UFMS Projects and AR Modules (for Non-Advance)**
 - The Servicing Agency begins generating revenue and incurring costs against the Project to report the deferred/delivery performance
 - The Servicing Agency reports deferred performance where settlement is expected at the time of delivery in the future
 - The Servicing Agency reports a delivery performance when the settlement is required immediately
 - Once the Servicing Agency submits a delivery performance, the performance will be settled from Treasury’s G-Invoicing system
 - If the FOB is ‘Source’, the performance is immediately settled
 - If the FOB is ‘Destination’, the performance is settled upon acceptance by the Requesting Agency



G-Invoicing: GT&C



[Forgot your Password?](#) [Forgot your User Id?](#) [Register](#) [?](#)

Log In To: <https://qa.igt.fiscal.treasury.gov/ginv/home>

Select an authentication method and enter your credentials

Log In using your Fiscal Service ID:

SSO User ID and Password ▶

[SecurID Token](#)

[PKI Certificate](#)

To log in using your Fiscal Service Single Sign On User ID and Password, by logging in with your PIV, SecurID, or User ID and Password, you acknowledge and agree that you have read, understand, and agreed to abide by the [Rules of Behavior](#).

User ID:

Password:

[Forgot your User Id?](#)

[Forgot your Password?](#)

WARNING
WARNING
WARNING

You have accessed a U.S. Government information system, which includes (1) this computer, (2) this network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. U.S. Government information systems are provided for the processing of official U.S. Government information only. Unauthorized or improper use of this information system is prohibited and may subject you to disciplinary action, as well as civil and criminal penalties. All data contained on U.S. Government information systems is owned by the U.S. Government and may, for the purpose of protecting the rights and property of the U.S. Government, be monitored, intercepted, recorded, read, searched, copied, or captured in any manner and disclosed or used for any lawful government purpose at any time. THERE IS NO RIGHT TO PRIVACY IN THIS SYSTEM. System personnel may give to law enforcement officials any potential evidence of crime found on U.S. Government information systems. USE OF THIS SYSTEM BY ANY USER, AUTHORIZED OR UNAUTHORIZED, CONSTITUTES YOUR UNDERSTANDING AND CONSENT TO THIS MONITORING, INTERCEPTION, RECORDING, READING, COPYING, OR CAPTURING AND DISCLOSURE.

NOTE

This system may contain Sensitive But Unclassified (SBU) data that requires specific data privacy handling requirements as dictated by law, mandate or government agency.

[Accessibility](#) | [Contacts](#) | [Privacy Policy](#) | [Rules of Behavior](#)
U. S. Department of the Treasury - Bureau of the Fiscal Service



G-Invoicing: GT&C

 **G-Invoicing**
BUREAU OF THE FISCAL SERVICE

User ID: jpalan01
Current Environment: QA_C
Version: 4.5.0.0




Home | Requesting Agency ▼ | Servicing Agency ▼ | Reports | Department of Health and Human Services (HHS) ▼ | Help ▼ | Log Off

Welcome Jaideep Palan to Government Invoicing

News and Information

> System Maintenance
Tuesday, August 2, 2022

Work Basket [Go To Work Items Home Page](#)

	Critical Work Items to Address	0	▲▼
	Work Items in Progress	0	▲▼
	Completed Work Items	0	▲▼

User Profile Information

First Name
Jaideep

Last Name
Palan

Email Address
jaideep.palan@ihc.gov

Phone Number
(999) 999-9999

User ID
jpalan01

User Administrator
TestAJ AJTest (tajtes01)

User Administrator Email Address
ajaybabu.endluri@hhs.gov

***Contact the User Administrator for any needed changes to your profile*

Group: IHC



G-Invoicing: GT&C-Buyer or Seller: Print 7600A



7600A

G-Invoicing BUREAU OF THE FISCAL SERVICE

User ID: jpalan01
Current Environment: QA_C
Version: 4.5.0.0

Home Requesting Agency **Servicing Agency** Reports Department of Health and Human Services (HHS) Help Log Off

Partner Information

Header/Detail

Agreement Information

Approvals

GT&C: A2208-068-075-015819.0

GT&C Title	Test 2: EPA Buyer-BILLI	Agreement Start Date	2022-07-01	Total Estimated Amount	\$220,000
	NGS - Seller				
GT&C Status	Open	Agreement End Date	2024-09-30	Total Remaining Amount	\$0.00

Requesting Agency

Agency Account	U.S. Environmental Protection Agency (EPA)
Group Name & Description	Region 09: Water Division - WD
Document Inheritance	Yes
Agency Location Code	Selected ALCs

68010727 - Environmental Protection Agency - CINCINNATI FINANCE CENTER

Options

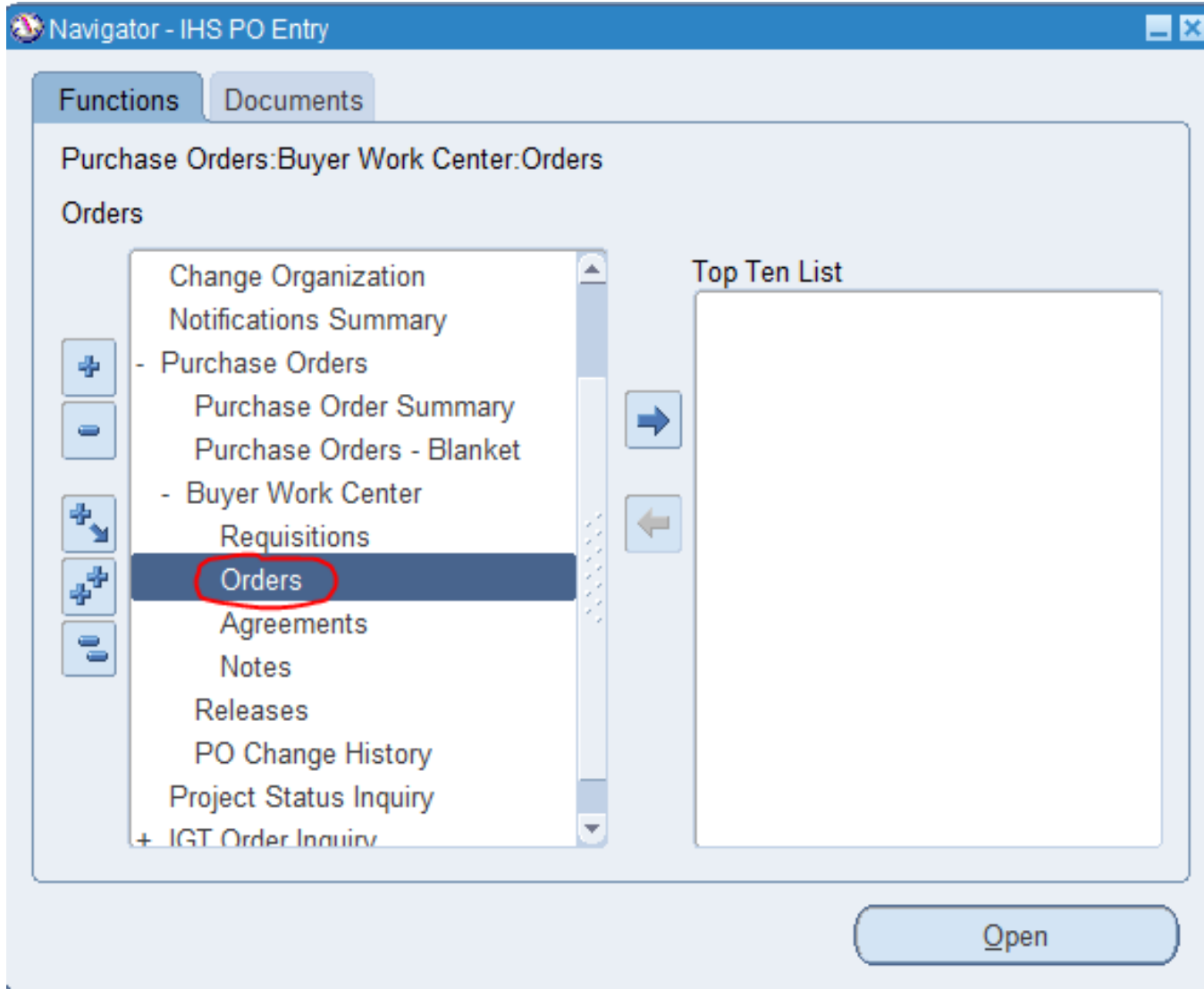
- Attachments
- Audit History
- Print**

Org

Modify Admin Close Copy



UFMS: Buyer Creates IGT Order



UFMS: Buyer Creates IGT Order

ORACLE Purchasing

Requisitions | Orders | Agreements

Orders | IGT Orders | IGT Modifications | IGT Performance

Orders: IGT Orders >

Create IGT Standard Purchase Order

Cancel | Actions | Check Funds | Go | Save | Approval Options | Submit

* Indicates required field

Header | Preparer & Approvals Info | Lines | Schedules | Distributions

Operating Unit	IHS Operating Unit	Currency	USD
* GT&C	<input type="text"/>	* Buyer	Palan, Jaideep (IHS)
Agreement		Description	<input type="text"/>
* Order	<input type="text"/>	* Performance Period Start Date	<input type="text"/>
Supplier	<input type="text"/>	* Performance Period End Date	<input type="text"/>
Supplier Site	<input type="text"/>	Total Advance Order Amount	0 USD
Supplier Contact	<input type="text"/>	Total Net Due Amount	0 USD
IGT Order		Total Net Order Amount	0 USD
Order Originating Partner Indicator	Requesting Agency		
* Assisted Acquisitions Indicator	<input type="text"/>		

Terms

Bill-To Location	IHS	* Default Ship-To Location	IHS
Payment Terms	IHS NET 30P	FOB	<input type="text"/>

Requesting Agency Information


* Group	<input type="text"/>	Business Unit	<input type="text"/>
* Agency Location Code	<input type="text"/>	Cost Center	<input type="text"/>
Funding Office Code	<input type="text"/>	Department ID	<input type="text"/>
Funding Agency Code	<input type="text"/>	Unique Entity ID	<input type="text"/>
Order Tracking Number	<input type="text"/>		



G-Invoicing: Buyer: Print 7600B



7600B

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Home Requesting Agency Servicing Agency Reports Department of Health and Human Services (HHS) Help Log Off

Partner Information

Authority

Advance

Delivery

Billing

Point of Contact

Approvals

Prepared By

Line 1
Schedule 1

Order: O2208-068-075-680889.0

Order Status	Open	Order Create Date	2022-08-10	Total Advance Order Amount	\$220,000.00
GTC#	A2208-068-075-015819.0	PoP Start Date	2022-08-10	Net Order Amount	\$0.00
Assisted Acquisitions Indicator	No	PoP End Date	2023-08-10	Total Order Amount	\$220,000.00


Partner Information



	Requesting Agency	Servicing Agency
Agency Account	U.S. Environmental Protection Agency (EPA)	Department of Health and Human Services (HHS)
Group Name & Description	Region 09: Water Division - WD	IHS/BIL - BILLINGS Area office
Agency Location Code (ALC)	68010727	75030862
Cost Center	N/A	N/A

Admin Show Performance

Options

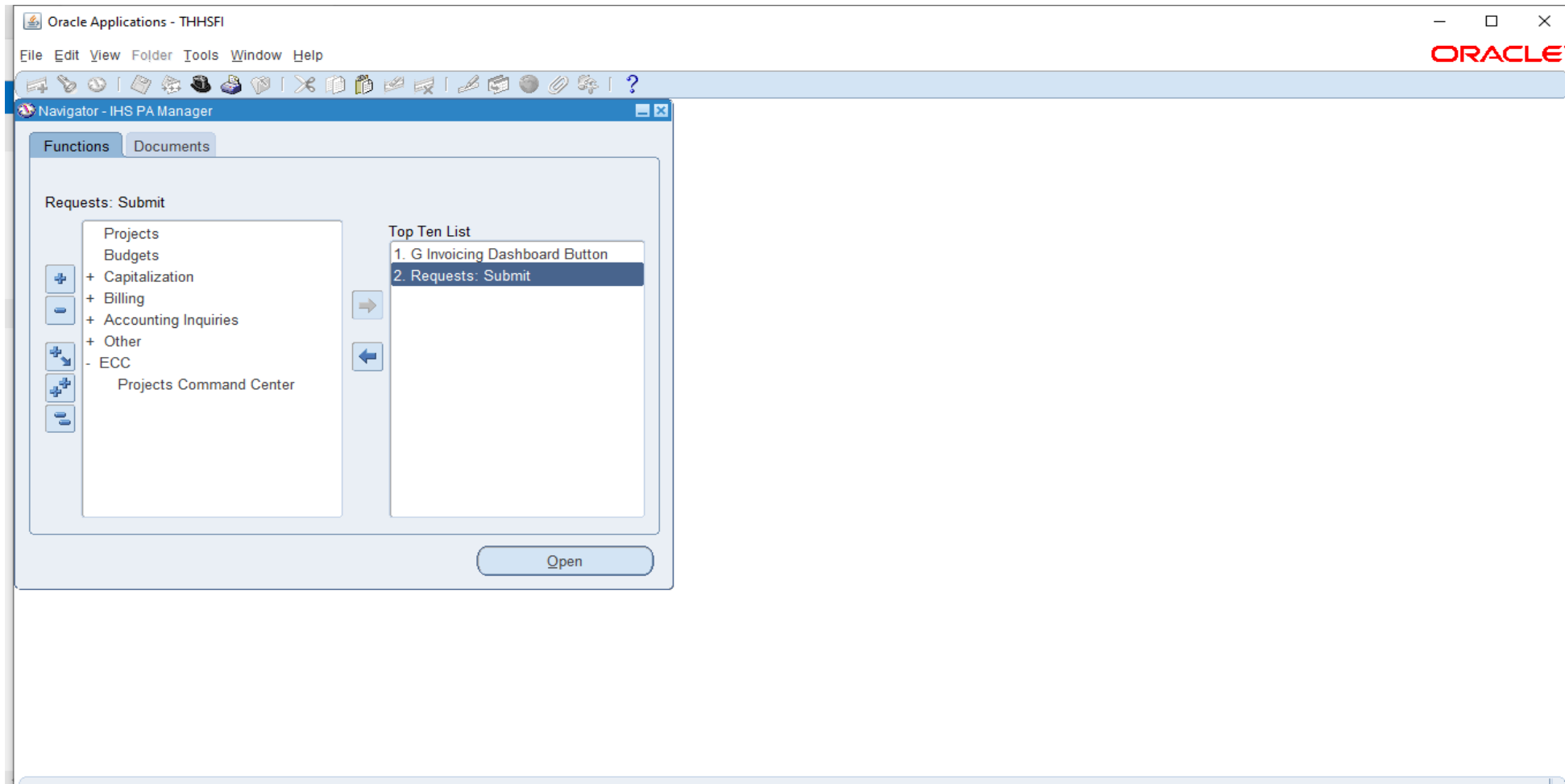
- Attachments
- Audit History
- Print

Accessibility Contact Us  G-Invoicing Privacy Policy

UFMS : Seller Open ECC Page

- Select 'Projects Command Center' and click Open
- G-Invoicing page opens



UFMS: Seller Query the GT&C

- Use the Search option on top of the page to query a specific GT&C or an Order. We used the GT&C number for search as shown below

The screenshot displays the 'G-Invoicing Dashboard' interface. A search bar at the top contains the GT&C number 'A2303-075-075-024707', which is highlighted with a red box. A callout box on the left points to the search bar with the text 'Enter GT&C and Click on Magnifying Symbol'. Below the search bar, the 'Summary' section is visible, showing a table with the following data:

Currency	Active	Ordered Value	Remaining Value	Latest Validity
USD	6	7.00K	4.69M	30-Sep-2029

Below the summary table, the 'Customer Status' section is visible, showing a table with the following data:

GT&C	Orders	Funding	Performance
GT&C			



UFMS: GT&C Display

- Enter GT&C Number and click on the Magnifying Symbol
- The following screen narrows the search to specific GT&C and orders

The screenshot displays the 'G Invoicing Dashboard' interface. At the top, there is a search bar containing the GT&C number 'A2303-075-075-024707', which is highlighted with a red rectangular box. To the right of the search bar is a magnifying glass icon. Below the search bar, a card displays 'Projects: G-Invoicing' and 'GT&C Number: A2303-075-075-024707'. A callout box with a black border and a yellow background contains the text 'Enter GT&C and Click on Magnifying Symbol' with an arrow pointing to the search bar. Below the search bar, there are tabs for 'Funding' and 'Performance'. A summary row shows: 'USD' (Currency), '1' (Active), '0.00' (Ordered Value), '100.00K' (Remaining Value), and '30-Sep-2023' (Latest Validity). At the bottom, there is a 'Customer Status' section with tabs for 'GT&C', 'Orders', 'Funding', and 'Performance'. The 'GT&C' tab is selected, showing a table with one row containing the GT&C number.

View Order Number in Orders Tab

- Use the scroll bar on the right to scroll below to view Order Tab

The screenshot displays a software interface with two main sections: 'Header' and 'Details'. The 'Header' section has tabs for 'GT&C' and 'Orders'. Below the tabs is a table with columns: Update Agreement, Create Project, Associate Project, View Performance Obligation, View SFO, Order Number, Currency, Order Amount, Order Originating Partner indicator, and Seller. The 'Order Number' column contains the value 'O2303-075-075-076026', which is highlighted by a yellow callout box labeled 'Order Number'. The 'Details' section has tabs for 'Order Lines', 'Order Line Schedules', and 'Performance Details'. Below the tabs is a table with columns: Order Number, Line Number, Item Code, Amount, Quantity, Net Due Amount, Reimbursable Line Costs Unit of Measure, Unit of Measure Description, and Item Description. The 'Order Number' column contains the value 'O2303-075-075-076026'. Both tables have a scroll bar on the right side.



UFMS: Link to Update Agreement, Create Project, etc.

- Select the Order Tab under Header. There are three links presented:
 - Update Agreement
 - Create Project
 - Associate Project
- We will use Update Agreement and Create Project
- First, in the agreement, we update the Billing information, and then the Program Official information and Funding Official information for this order/agreement

The screenshot displays the UFMS interface. At the top, the 'Header' section has tabs for 'GT&C' and 'Orders'. The 'Orders' tab is active. Below it, the 'Order Details' section shows a table with columns: Update Agreement, Create Project, Associate Project, View Performance Obligation, View SFO, Order Number, Currency, Order Amount, Order Originating Partner indicator, and Seller. The 'Update Agreement', 'Create Project', and 'Associate Project' links are highlighted with a green box. A callout box with a yellow background and black border points to this green box, containing the text 'Under the Order Tab - 3 Links'. Below the 'Order Details' section is the 'Details' section, which has tabs for 'Order Lines', 'Order Line Schedules', and 'Performance Details'. The 'Order Lines' tab is active, showing a table with columns: Order Number, Line Number, Item Code, Amount, Quantity, Net Due Amount, Reimbursable Line Costs, Unit of Measure, Unit of Measure Description, and Item Description. The table contains one row with the following data: Order Number: O2303-075-075-076026, Line Number: 1, Item Code: 6505, Amount: 10,000, Quantity: 10,000, Net Due Amount: (blank), Reimbursable Line Costs: DO, Unit of Measure: Dollars, U.S., and Item Description: Line 1 non adv. The interface also shows pagination information: 'Page 1 of 1 (1 of 1 items)' and '0 records selected'.



Questions?

- UFMS Helpdesk: 1-866-925-8367
- IHS G-Invoicing Team Mailbox
 - IHSG-InvoicingProjectGroup@ihs.gov



OCI



Background and Strategy

- The Cloud Modernization Project shifted HHS from an Oracle Cloud Managed Service (OMCS)-managed tenancy to an HHS-owned tenancy in OCI. This migration included UFMS, FBIS, and CFRS applications that support all of HHS as well as supporting tools. The Implementation phase of the project began in August of 2022 and July 2023 to ensure a smooth transition and Fiscal Year close out.



Migration Project

Benefits & Goals

- Provide additional capacity (dynamic scaling) to support future system growth
- Improve compliance with Security Technical Implementation Guides (STIG) requirements and move to a FedRAMP High compliant platform
- Provide flexibility that enables HHS to select any cloud provider or system integrator in the future
- This project aligns with the Strategic Goals of the Presidential Management Agenda (PMA) which emphasizes “Cloud First” and “Cloud Smart” for all Federal Agencies



Questions?

- For any further questions, Email E-Invoicing/IPP team at IHSQE-Invoicing@ihs.gov



