

R 1261000Z MAY 11 ZYB
FM DFAS INDIANAPOLIS IN//JJFT//
TO AIG 4579

BT

UNCLAS

MSGID/GENADMIN/DFAS-IN-JJFT//

SUBJ/TRAVEL PAYMENTS BY ELECTRONIC FUND TRANSFER (EFT)/
(TRAVEL TECHNICAL MESSAGE 11-04)//

RMKS/

REF A. DEPARTMENT OF DEFENSE FINANCIAL MANAGEMENT
REGULATION (DODFMR) VOLUME 9, CHAPTER 8

1. REF A STATES THAT ELECTRONIC FUNDS TRANSFER (EFT) IS
THE MANDATORY MEANS BY WHICH A TRAVEL CLAIM IS SETTLED
WITHIN THE DEPARTMENT.

2. REVIEWS HAVE BEEN CONDUCTED ON THE NUMBER OF CHECK
PAYMENTS MADE FOR TRAVEL CLAIMS. THE NUMBER OF CHECK
PAYMENTS HAS INCREASED DRASTICALLY. THE REVIEWS OF THE
TRAVEL CLAIMS INDICATED THAT A MAJORITY OF THE CHECK
PAYMENTS SHOULD HAVE BEEN MADE USING EFT.

3. ALL ACTIVITIES ARE REMINDED TO EVALUATE CURRENT
POLICIES AND PROCEDURES TO ENSURE THAT EFT IS THE PRIMARY
PAYMENT METHOD FOR ALL TRAVEL PAYMENTS. THERE ARE RARE
EXCEPTIONS TO THE ABSOLUTE EFT PROVISION. ACCEPTABLE
EXCEPTIONS INCLUDE EMERGENCY TRAVEL ADVANCES (NOT FOR
POOR PLANNING OR MEMBER'S CONVENIENCE) AND LIMITED
SITUATIONS WHERE THE TRAVELER DOES NOT HAVE ACCESS TO
AN ACCOUNT AT A FINANCIAL INSTITUTION THAT CAN RECEIVE
EFT TRANSMISSIONS.

CAPABILITY

4. POC FOR THIS MESSAGE IS STANDARDS AND COMPLIANCE,
TRAVEL FUNCTIONAL AREA, 317-510-3917/5090/5094.

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