



## Agency Guide to TAS/BETC Classification

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This version of the *Agency Guide to TAS/BETC Classification* supersedes all previous versions.

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# 1 Introduction

This document provides information on using the TAS/BETC accounting feature with your agency's collection applications. Both a general overview and details on using the feature are included.

## 1.1 Related Documents

Separate guides and technical references for Pay.gov and its services can be downloaded or requested the Pay.gov Agency Documentation site at <https://qa.pay.gov/agencydocs/index.html> or by contacting Pay.gov Customer Support.



## 2 TAS/BETC Overview

The Treasury Account Symbol (TAS) and Business Event Type Code (BETC) combination is an accounting feature agencies can use to classify a single collection or debit transaction. Once classified, all or part of the dollar amount of the transaction is allotted against your agency's fund balance with the Treasury.

Use of TAS/BETCs is optional but helps your agency satisfy CARS Reporter requirements.

### 2.1 TAS (GTAS) Definition

TAS/GTAS is the acronym for Governmentwide Treasury Account Symbol.

If used by your agency, a TAS is a code that allows the Central Accounting Reporting System (CARS) to identify critical information about each transaction conducted through Pay.gov.

A TAS identifies your agency and the account all or part of the transaction is to be allotted to. A TAS is made up of a number of components (defined in section 5), some of which are optional.

A TAS is assigned by CARS to your agency.

For more information on TAS and its use by the Governmentwide Treasury Account Symbol Adjusted Trial Balance System, visit <https://fiscal.treasury.gov/gtas>.

### 2.2 BETC Definition

A BETC is a code CARS has assigned to business events as defined by legislation. It identifies the type of transaction activity being reported, such as a collection or a debit/refund. A BETC is always combined with a TAS.

For example, if your agency has legislated collection authority, then your TAS could use the BETC of "COLL" so you can report collection transactions.

Each TAS created must have two BETCs: one for credit transactions and one for debit transactions.

Visit <https://www.fiscal.treasury.gov/cars/faqs.html> and scroll down for details and a list of BETCs.

### 2.3 TAS/BETC Definition

A TAS and BETC combination along with the transaction dollar amount is used to classify each transaction against the correct fund balance with Treasury.

Pay.gov assigns TAS/BETCs at the collection application level when an application is created or modified. Each application can have up to 99 TAS/BETCs, which allows your agency to allot (split) a transaction's dollar amount among different accounts, depending on your agency's needs.

TAS/BETC details are maintained in Pay.gov's system. Each TAS/BETC is identified by a label defined by your agency. Only the label and amount are submitted to Pay.gov at the time of the transaction. Pay.gov is responsible for sending the detailed TAS/BETC codes to the CIR. CIR sends the information to CARS.

## **2.4 TAS/BETC Use Example**

A single \$50 transaction might include three components (accounting categories): a fee, tax, and a penalty. Each component could be a TAS/BETC classification with part of the transaction amount allotted to it: \$30 to the fee, \$10 to the tax; \$10 to the penalty. Three classification TAS/BETC labels and amounts would be submitted to Pay.gov for this transaction.

## 3 TAS/BETC Limitations

The use of TAS/BETC is optional. If used, the amount must be greater than zero (o).

### 3.1 Services Allowing TAS/BETC

TAS/BETC is available with

- Collections API
- Create Transactions
- Forms Service
- TCS Single Web Service
- TCS Batch Web Service
- TCS Plastic Card Web Service
- eBilling Online Application
- eBilling Online Web Service
- eBilling Web Services
- ACH Credit Web Service
- legacy Billing Service
- legacy Open Collections Interface – Interactive Service version 5.1

### 3.2 Maximum Number of TAS/BETCs

Pay.gov limits the number of TAS/BETCs set up to a maximum of 99 per application.

### 3.3 Credit and Debit BETCs Required

Each TAS/BETC combination set up for an agency is required to have two separate Business Event Type Codes (BETCs).

- **Credit BETCs** identify incoming collections.
- **Debit BETCs** identify debit transactions charged against an agency's account. For example, refunds issued by the agency.

### 3.4 Allocated Amounts

The amount allocated to a TAS/BETC classification must always be a positive dollar amount. It cannot be automatically calculated by Pay.gov or be a percentage of the total transaction.

TAS/BETC values of zero (o) or less are not valid and are not stored by Pay.gov.



## 4 Implementing TAS/BETC

The use of TAS/BETC is optional.

TAS/BETC classifications are set up at the collection application level, and are created separately for each of your agency's Pay.gov applications. They can be defined when a new application is configured or can be added to an existing collection application.

1. Contact your Bureau of the Fiscal Service liaison for the initial setup.
2. The Bureau of the Fiscal Service will coordinate assignment of your TAS/BETCs with CARS.
3. After your TAS/BETCs have been assigned, contact your Pay.gov Agency Implementation liaison to have the TAS/BETC feature configured and enabled for your collection application.
4. You must provide a label to be assigned to each TAS/BETC created for your application in Pay.gov. See section 4.1 for details.

### 4.1 TAS/BETC Label

When set up by Pay.gov all TAS/BETC's must be assigned a TAS/BETC Label. The label is an agency-defined string that identifies the actual TAS/BETC. Each allocation has its own TAS/BETC and so has its own label. For example a transaction could have three allocations labeled Fee, Penalty and Sales Tax correspondingly.

Each label must be unique within the application. Only the following characters are allowed:

A-Z, a-z, 0-9, space.

Only one contiguous space is allowed between parts of a label, for example: Penalty 1, or Usage Fee 1. Leading and following spaces are not allowed.



## 5 TAS Type

Only the Component TAS type is supported by Pay.gov and CARS.

A component TAS is expressed as values in eleven fields, the values for which are passed by Pay.gov as a string. Values are required for six of the fields (see Table 1). Fields containing no values are passed as blanks or spaces within the string.

**Table 1: Component TAS Fields, format and validations**

Field Name	Size	Format	Description	Format/Validations
Sub-level Prefix (SP)	2	CC	The Sub-level Prefix (if populated) is a programmatic breakdown of the account for Treasury publication purposes.	If Sub-level Prefix does not apply, it shall be blank/spaces/empty. If Sub-level Prefix applies, it shall be 00 – 99.
Allocation Transfer Agency Identifier	3	CCC	The Agency Identifier of the agency receiving funds through an allocation transfer.	If Allocation Transfer Agency Identifier does not apply, it shall be blank/spaces/empty. If Allocation Transfer Agency Identifier does apply, it shall be 00 – 99. Current 2-digit Allocation Transfer Agency Identifier shall be right justified and zero filled (example: Allocation Transfer Agency Identifier 75 = 075).

Field Name	Size	Format	Description	Format/Validations
Agency Identifier (AID)	3	CCC	Agency Identifier of the account owner. Used in conjunction with the main account code, the Agency Identifier represents the department, agency or establishment of the U.S. Government that is responsible for the TAS.	Value Required. Shall be 000 – 999. Current 2-digit Agency Identifier will be right justified and zero filled (example: Agency Identifier 20 = 020).
Beginning Period of Availability (BPOA).	4	CCCC	In annual and multi-year funds, identifies the first year of availability under law that an appropriation account may incur new obligations.	4-digit year shall be 0000 – 9999. If single/annual year account, it shall be the same value as the Ending Period of Availability. Value not applicable for no-year “X” accounts, clearing/suspense “F” accounts, merged-surplus “M” accounts, central summary general ledger “A” accounts, and unavailable receipt accounts. For these it shall be blank/spaces/empty.

Field Name	Size	Format	Description	Format/Validations
Ending Period of Availability (BPOA)	4	CCCC	In annual and multi-year funds, identifies the last year of funds' availability under law that an appropriation account may incur new obligations.	4-digit year. Shall be 0000 – 9999. Value not applicable for no-year "X" accounts, clearing/suspense "F" accounts, and merged-surplus "M" accounts, central summary general ledger "A" accounts, and unavailable receipt accounts. For these it shall be blank/spaces/empty.
Availability Type Code (A)	1	C	Identifies no-year "X" accounts, clearing/suspense "F" accounts, Treasury's central summary general ledger accounts "A", and merged-surplus "M" accounts.	Value not applicable for single/annual year accounts, multi-year accounts, or unavailable receipt accounts. For these is shall be blank/spaces/empty.
Main Account Code (MAIN)	4	CCCC	Identifies the type and purpose of the fund.	Value required. Shall be 0000 – 9999.
Sub-Account Code (SUB)	3	CCC	Identifies an available receipt or other Treasury-defined subdivision of the main account.	Value required. Shall be 0000 – 9999.



## 6 Using TAS/BETC with Pay.gov Services

Before using TAS/BETC with your Pay.gov service, your Pay.gov application must first be configured according to your agency's needs. See section 4.

### 6.1 Collections API

TAS/BETC allotments are submitted in your agency's request message to Collections API through the use of the optional classification element. If the classification element is included for a transaction its two required attributes: `classification_id` and `amount` are required

- `classification_id` is the TAS/BETC label
- `amount` is the dollar amount to be allotted for the TAS/BETC. It must be greater than zero (0).

### 6.2 Create Transactions

If enabled, a list of all the TAS/BETCs configured for an application appears in a Classification section on the payment page for the payment method selected (Figure 1). The amount to be allocated is blank. Agency users enter the amount for each TAS/BETC. The amount entered must be greater than zero (0). The remaining unallocated amount is shown below the list.

Figure 1: TAS/BETC input fields

Classification											Amount
Label	BP	ATA	AID	BPOA	EPOA	A	MAIN	SUB	Credit BETC	Debit BETC	(\$)
TAB1	34	233	233	2015	2015	A	2334	333	D8800	80F888	50
TAB2	23	332	234	2013	2099	F	2344	224	WEE	WWEQQQ	50
TAB3	22	223	332	2015	2019	A	2225	555	EEE	WWEERR	50
TAB4	33	334	444	2015	2019	F	2226	222	WER	WERWEW	50
TAB5	35	334	555	2015	2019	X	2222	333	80F80FG	80FG8	1

Unallocated Amount: \$50.00

### 6.3 The Forms Service

TAS/BETC data is specified for a form when it is created by Pay.gov. The fields containing the data are included in the background for a form, are pre-populated by Pay.gov, and are not visible on the form itself.

The amount allocated to each TAS/BETC can be extracted from the value in a form field or be a calculated value and must be greater than zero (0). Please work with your Pay.gov Agency Implementation liaison to get the TAS/BETC information configured correctly.

## 6.4 TCS Web Services

TAS/BETC is available with

- TCS Single Web Service
- TCS Batch Web Service
- TCS Plastic Card Web Service

TAS/BETC allotments are submitted in your agency's XML request message to Pay.gov through the use of the optional `classification` element in the XML schemas used by these services. If the `classification` element is included for a transaction, the conditional `classification_data` element must be included along with its two required attributes: `classification_id` and `amount`.

- `classification_id` is the TAS/BETC label
- `amount` is the dollar amount to be allotted for the TAS/BETC. It must be greater than zero (0).

See Figure 2 for an example.

**Figure 2: Example of a TAS/BETC classification in XML**

```
<sch:classification>
  <sch:classification_data classification_id="Fee" amount="250"/>
  <sch:classification_data classification_id="Penalty" amount="50"/>
  <sch:classification_data classification_id="Federal Tax" amount="20"/>
</sch:classification>
```

## 6.5 Hosted Collection Pages

Agencies submit TAS/BETC data via the following TCSOnline XML request messages:

- `startOnlineCollection`
- `createForce`
- `createForceWithDetails`

TAS/BETC data is submitted through the use of the optional `classification` element in the XML schemas used by this service. If the `classification` element is included for a transaction, the conditional `classification_data` element must be included with two required attributes: `classification_id` and `amount`.

- `classification_id` is the TAS/BETC label
- `amount` is the dollar amount to be allotted for the TAS/BETC. It must be greater than zero (0).

TAS/BETC information for transactions is stored in Pay.gov. Pay.gov associates the information with the transaction's payment and forwards the data to the CIR.

## 6.6 eBilling Web Services

Agencies submit TAS/BETC data via the `eBillingService`'s XML `createBill` request message through the use of the optional `classification` element in the XML schemas used by these services. If the `classification` element is included for a transaction, the conditional `classification_data` element must be included with two required attributes: `classification_id` and `amount`.

- `classification_id` is the TAS/BETC label
- `amount` is the dollar amount to be allotted for the TAS/BETC. It must be greater than zero (o).

TAS/BETC information is stored in Pay.gov. Pay.gov associates the information with the with the ebill's payment when it is made and forwards the data to the CIR.

## 6.7 eBilling Online Application

At the time an ebill is created, agency users with the BIG role input TAS/BETC data via a link on the Step 3: Line Items page: [Allocate Classification Data](#) next to the bill total.

The Allocate Classification Data dialog lists all the TAS/BETC labels configured for the application. The agency user only enters the amount for each label. The amount must be greater than zero (o). See Figure 3.

Figure 3: Allocate classification data dialog

Allocate Classification Data

To allocate bill amount to classification labels, enter or choose a line item amount for the applicable label. Total allocations must be equal to the bill amount to submit.

Bill Total: \$135.00

Unallocated Amount: \$135

Label	Amount	
tas1	<input type="text" value="Amount"/>	Use Line Item Amount
tas2	<input type="text" value="Amount"/>	permit 1 \$100.00 permit 2 \$35.00 Unallocated \$135.00
tas3	<input type="text" value="Amount"/>	Use Line Item Amount
tas4	<input type="text" value="Amount"/>	Use Line Item Amount

Allocated Amount: \$0.00

Clear Submit Cancel

## 6.8 eBilling Online Web Service

Agencies submit TAS/BETC data via the eBilling Online Web Service's XML `createOrReplaceBills` request message through the use of the optional `classification` element. If the `classification` element is included for a transaction, the conditional `classification_data` element must be included with two required attributes: `classification_id` and `amount`.

- `classification_id` is the TAS/BETC label
- `amount` is the dollar amount to be allotted for the TAS/BETC. It must be greater than zero (o).

TAS/BETC information is stored in Pay.gov. Pay.gov associates the information with the with the ebill's payment when it is made and forwards the data to the CIR.

## 6.9 ACH Credit Web Service

Agencies submit TAS/BETC data via the ACH Credit Web Service's XML submitACHCreditTransaction request message through the use of the optional classification element. If the classification element is included for a transaction, the conditional classification\_data element must be included with two required attributes: classification\_id and amount.

- classification\_id is the TAS/BETC label
- amount is the dollar amount to be allotted for the TAS/BETC. It must be greater than zero (o).

TAS/BETC information is stored in Pay.gov. Pay.gov associates the information with the with the ebill's payment when it is made and forwards the data to the CIR.

## 7 Reports

A number of Pay.gov online reports and activity files allow agency users to view details of TAS/BETC allocations for both credit and debit transactions. See the *Agency Guide to the Reporting Service* and the *Agency Guide to Activity Files* for information.



## 8 Customer Support

### 8.1 Contact Information

Hours: 8:00 am to 7:00 pm Eastern Time

Monday through Friday, closed bank holidays

Phone: (800) 624-1373

Email Address: [pay.gov.clev@clev.frb.org](mailto:pay.gov.clev@clev.frb.org)