

SFMS User Group

NEW ACH WEBSITE

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New ACH vendor/direct deposit website

OREGON.GOV Home Support DAS DEPARTMENT OF ADMINISTRATIVE SERVICES

Apps > Payment Information Center > Identity > Account > Login

Payment Information Center

This online service is for payees who receive payments from the State of Oregon via Electronic Funds Transfer/Direct Deposit. This site displays the same detailed payment information that would be on the remittance advice provided with paper warrants or checks sent through the mail.

New processing requirements went into effect September 18, 2009, for electronic vendor payments that are being sent to a financial institution outside of the United States. These requirements are a recent amendment to the Electronic Payments Association (NACHA) ACH Operating Rules and referred to as the International ACH Transactions rules. If our payments to you are being forwarded from a U.S. financial institution to a financial institution in another country, please advise the [ACH Coordinator](#).

Sign In

Username

Password

[Forgot your password?](#)

Why make the change?

The application for the previous ACH Payment Information Center, resides on a server that is no longer supported. The related web application platform is also obsolete. SFMS needed a replacement application that provides the same functionality of the previous application in a technology that is supportable and sustainable going forward.





When was the change made?

On October 6, 2020, SFMS introduced a new Payment Information Center website.

Before the rollout of the new website, an email was sent to notify users of the upcoming change. If we did not have the correct email address on file, the vendor or employee did not receive any information.

Additional features

The ACH Payment Information Center website is available to use by the major browsers:

- Microsoft Edge.
- Mozilla Firefox.
- Chrome.



User Name requirements

The new ACH website requires an eight character User Name.

If the vendors or employees User Name has eight characters or more, you can use the User Name in all caps.

Otherwise, please have the vendor or employee contact ACH.Coordinator@Oregon.gov to get a new User Name.

How can the vendor change their password?

If they didn't receive the email please tell them to go to:

<https://pmtinfo.dasapp.oregon.gov/PaymentInfoCenter>

Select the “Forgot your password” link on the Payment Information Center homepage.

Enter their User Name and click the “Get Password Reset Email” button.



If the vendor did not receive the email

The password will be sent to the email address the vendor had on file. If they did not receive the email, or they do not have an email, please have them contact Juan Maraver, ACH coordinator at 971-900-9771.



How do vendors update the email address associated with their account?

- Email addresses can be updated by the authorized signer on the account. The authorized signer should send an email to ACH.Coordinator@oregon.gov requesting the change.
- If the vendor does not know who the authorized signer is on their account, please have them send an email to ACH.Coordinator@oregon.gov.

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WARRANTS RETURNED TO AGENCIES

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Warrants returned to agencies

- ❖ Warrants returned as undeliverable.
- ❖ Warrants returned by vendor.
- ❖ Warrants cancelled and reissued.



Returned as undeliverable - Forward

If the vendor is still owed the funds and you are able to contact the vendor:

Obtain a correct address and forward the warrant to the vendor.

Returned as undeliverable - Expire

If the vendor is still owed the funds and you are unable to contact the vendor:

Allow the warrant to expire in the system.

Once the warrant expires in the system, the funds are forwarded to the unclaimed property fund for the vendor to retrieve.

Warrants returned by vendor

Warrants returned by vendor that are not owed to the vendor:

Send the warrant to SFMS as soon as possible along with a warrant cancel request form.

Department of Administrative Services		<input type="text"/>
FBS SFMS Operations		Date Sent to DAS-SFMS
155 Cottage St NE 1 st Floor		Date Received – SFMS Use Only:
Salem OR 97301-3963		Date Cancelled – SFMS Use Only:
<input type="text"/>	<input type="text"/>	<input type="text"/>
Agency #	Payment # (Warrant Number)	Doc # (Doc No on the 44 screen)
PLEASE INCLUDE THE ENTIRE WARRANT NUMBER		
<input type="checkbox"/> 001 – Incorrect Vendor ID	<input type="checkbox"/> 003 – Unable to Deliver	<input type="checkbox"/> 005 – Duplicate Run
<input type="checkbox"/> 002 – Incorrect Amount	<input type="checkbox"/> 004 – Duplicate Payment	<input type="checkbox"/> 006 – Other
<input type="text"/>		<input type="text"/>
Authorized Signature		Phone Number

Write CANCEL on the warrant(s), IN INK. Cut cancellation form on the line (3 per page), with one Cancel reason code checked. STAPLE the form on top of the warrant ONCE on the LEFT side, and send signed form to SFMS.

Warrants to be canceled and reissued

Warrants returned to the agency that will be canceled and reissued:

Send the warrant to SFMS as soon as possible along with a Warrant Cancel Request form.

Link to Warrant Cancel Request form in SFMS Forms directory:

[SFMS forms](#)