RTTUZYUW RUOIAAA0001 3461509-UUUU--RHSSSUU.
ZNR UUUUU
R 111509Z DEC 20 MID600050074859U
FM DFAS INDIANAPOLIS IN
TO DFAS INDIANAPOLIS IN
BT
UNCLAS
SUBJ/TRAVEL OFFICES CITING INCORRECT DISBURSING OFFICE SYMBOL NUMBER IN IATS/ (TRAVEL TECHNICAL MESSAGE 21-02)//
RMKS/
1. THE INTEGRATED AUTOMATED TRAVEL SYSTEM (IATS) FUNCTIONAL OFFICE HAS BEEN INFORMED THAT AT LEAST ONE TRAVEL OFFICE HAS AN INCORRECT DISBURSING STATION SYMBOL NUMBER (DSSN) OF 4850 CODED IN THE SYSTEM CONFIGURATION OF THEIR IATS DATABASE(S).
2. THE DSSN OF THE DISBURSING STATION WHO DISBURSES THE TRAVEL PAYMENT SHOULD BE ENTERED IN THE IATS DATABASE CONFIGURATION.
3. AN INCORRECT CITATION OF DSSN 4850 IS CAUSING POST PAYMENT ACCOUNTING AND DOWNLOAD RECONCILIATION ISSUES.
4. THE IATS FUNCTIONAL OFFICE IS ASKING ALL TRAVEL OFFICES TO CHECK THEIR DATABASE CONFIGURATIONS FOR DSSN 4850 ENTRIES.
5. TO PERFORM THIS CHECK, THE USER MUST HAVE ACCESS TO THE IATS MAINTENANCE PRIVILEGE. ORDINARILY, THE SYSTEM ADMINISTRATOR HAS THIS PRIVILEGE.
6. TO CHECK THE IATS DSSN, PLEASE PERFORM THE FOLLOWING STEPS.
   A. LOG INTO IATS.
   B. GO INTO MAINTENANCE.
   C. CLICK "CONFIGURATION / BASE PARAMETERS".
   D. CLICK "BASE DESCRIPTION".
   E. LOOK AT THE "DSSN OF FINANCE OFFICE".
   F. IF THE ENTRY IS 4850, THEN CONTACT THE IATS HELP DESK AT DFAS.INDIANAPOLIS-IN.ZTD.OTHER.IATS-HELP-DESK@MAIL.MIL. THE IATS HELP DESK WILL PROVIDE YOU A CORRECTED "DSSN OF FINANCE OFFICE" TO ADD TO YOUR "BASE DESCRIPTION".
   G. IF THE ENTRY IS NOT 4850, THEN NO ACTION IS REQUIRED AND YOU MAY PROCEED TO STEP H.
   H. CLICK THE "CANCEL" BUTTON.
   I. CLICK THE "DONE" BUTTON TO EXIT MAINTENANCE.
7. POC FOR THIS MESSAGE AND THE IATS PROCEDURES CONTAINED WITHIN IS THE IATS HELP DESK AT 317-212-7718.
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