

For: State Offices and Cotton CMA's and LSA's

**Revised Policy and Instructions for Combining
Automated Cotton Reporting System (ACRS) Authorization Codes**

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

CMA's and LSA's transmit data several times during a day to ACRS. Each transmission generates an authorization code for valid bales. An authorization code is:

- a date/time stamp provided to CMA's/LSA's acknowledging receipt of an ACRS transmission
- required to wire transfer cotton price support funds and repayments.

In the majority of the cases, CMA's or LSA's add the total of the disbursements and redemptions together and request funds transfer using 1 of the authorization codes issued to reduce wire transfer costs. To meet their banking deadline, the authorization codes may be combined into 2 or more requests.

In some cases, CMA/LSA will wait several days before completing their banking transaction because of a small volume of activity. However, ACRS continues to update the master file and pass the information to CORE even though the funds transfer has not been requested.

This practice causes problems when reconciling funds authorized in ACRS with data that is passed to CORE, because the requests made by CMA's/LSA's Cotton Commercial Bank do not match the authorizations issued by ACRS.

B Purpose

This notice informs cotton CMA's and LSA's of revised policy for using authorization codes.

Disposal Date	Distribution
March 1, 2008	State Offices relay to Cotton CMA's and LSA's

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1 Overview (Continued)

C Contact

CMA's/LSA's shall direct questions about this notice to Julie Floriani by either of the following:

- e-mail to julie.floriani@wdc.usda.gov
- telephone at 202-720-8374.

2 ACRS Authorization Codes and Fund Requests

A Combining Authorization Codes

ACRS authorization codes shall continue to be generated for each ACRS transmission submitted. CMA's/LSA's shall use authorization codes, as follow, when combining requests for authorized funds amounts:

- **only** combine transmission amounts authorized from 1:01 p.m.(c.t.) to 12:59 p.m. (c.t.) the following day; this time period is considered the "banking business day"

Note: For weekend activity, the "banking business day" begins on Friday at 1:01 p.m. (c.t.) and ends on Monday at 12:59 p.m. (c.t.), which includes activity on Saturday.

- several combinations of authorization codes can occur for a single "banking business day".

Example: One authorization code may be used for all "banking business day" disbursements and a different authorization code for all "banking business day" repayments, if preferred.

Note: Use only a valid authorization code issued during the "banking business day" for the combined authorizations.

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2 ACRS Authorization Codes and Fund Requests (Continued)

B Submitting/Requesting Funds

CMA's/LSA's shall no longer wait several days before completing their banking transactions. Authorized fund transfers to/from CCC for ACRS transactions shall be submitted by close of next business day.

If authorization codes are combined, use the earliest authorization date to determine deadline for requesting funds transfer.

Example: ACRS issues an authorization code on Monday at 2 p.m., and another on Tuesday at 9 a.m. Funds transfer **must** be requested by COB on:

- Tuesday, if both authorizations are combined into a single wire transfer
- Tuesday, for the authorization issued on Monday, if it is not combined with another authorization
- Wednesday, for the authorization issued on Tuesday, if it is not combined with another authorization.