



PLEASE DISTRIBUTE TO TRAVEL BRANCH SUPERVISORS AND EXAMINERS

Volume XXVI

Number 5

May 2024

## *Current / Future Releases*

The latest version of IATS is 8.5.0. Please submit a myIT ticket to the help desk if you have not received it. As a reminder, the DFAS provided Sybase license expired September 30, 2022, and **all sites should be migrated to MSSQL**. Rate updates for Sybase versions of IATS will be discontinued in the near future so it is imperative that you migrate to MSSQL if you have not done so already.

There are many enhancements and corrections in the last few releases, so if you are still using any IATS version older than 8.5 you have a high risk of making improper payments to members.

## *Do you have travelers ask why their lodging reimbursement is less than per diem?*

The Integrated Lodging Program directs travelers to use government, privatized, or DoD Preferred commercial lodging before other lodging accommodations when TDY to a program location. When government, privatized, or DoD Preferred commercial lodging is available, but the traveler does not use it (and the traveler is not authorized to declare quarters not available), lodging reimbursement is limited to the amount the government would have paid if used. Government, privatized, and DoD Preferred commercial lodging offer rates below per diem, which explains why your reimbursement is less than per diem. By selecting lodging accommodations outside of the program, you are accepting the responsibility to pay the difference in lodging costs.

## *IATS calculation error for BAH*

- PCS type “PCS and Return” was created in IATS 8.5 which allows for the BAH per diem allowances to be incorporated.
- An error has been identified in IATS for PCS and return claims where you are paying BAH that includes February 2024. IATS is incorrectly limiting the reimbursement to only \$200 so it is not paying the correct amount for February.
- To ensure the proper payment amount, you can hold these claims until you receive IATS 8.6 to ensure the proper payment amount, or these could be paid under reimbursables. However, the examiner would have to figure out the amount manually if paid under reimbursables.

## *Taxable Payments*

If you are issuing any taxable payments using IATS (such as a PPM/DITY as well as many Civilian Relocation entitlements), please note that you have a responsibility to ensure that all taxable payments are reported to the SSA and IRS using the appropriate channels as well as ensuring W2's are issued to the travelers. While IATS has the capabilities to assist you with processing these actions, tax reporting is not done automatically. Each IATS user should have an internal Standard Operating Procedure (SOP) on how the taxes will be reconciled and reported to the IRS or to DFAS to report to the IRS.

## IATS HELP DESK:

Submit MyIT Ticket:  
[https://servicenow.dfas.milcloud.mil/myit\\_sp](https://servicenow.dfas.milcloud.mil/myit_sp)

Commercial: (317) 212-7718 DSN: 699-7718  
Email: [dfas.indianapolis-in.ztd.other.iats-help-desk@mail.mil](mailto:dfas.indianapolis-in.ztd.other.iats-help-desk@mail.mil)

Travel Tech Messages can be found at the following  
URL: <https://www.asafm.army.mil/DFAS-Guidance/DFAS-Policy-Memorandums/>

## IATS Version 8.6 Coming Soon!!

IATS version 8.6 is expected to be deployed late May or early June 2024. We recommend updating to this latest version as soon as it is available as there are numerous fixes and enhancements within IATS. If you are not currently on version 8.5, please update to that as soon as possible so you are prepared for 8.6 when it becomes available. Refer to the official documentation that will be sent with the release for more detailed information on each issue and the fix.

### The most notable enhancements included in version 8.6 are:

- Allow Retirement Code Change on New Tono: Only allow the retirement code to be changed through the Tools >Travel Order Options when there is a paid/completed claim on the TONO. Allow the user to change the retirement code for any claim that has not yet been processed.
- Returned Claim Email Template Changes: In prior IATS releases, the return reasons were hardcoded within the Return Email template to a specific location. Rome Travel submitted an SCR as part of a greenbelt project to have that modified so that it was not hardcoded and could be moved to a different location within the email and make this a flexible option that can be added or removed based on the preference of the user group as a code. This SCR does modify the default Return Email template, so if you are currently using this template to send emails to customers, please ensure to update the template in IATS to ensure the return reasons are still included in the outgoing emails. The SCR also adds the remarks field from the returned voucher table as an available field that can be used when the email is generated. To update the template, you will want to add the 'code' to insert the return reasons where you'd like to see them since the hardcoded insertion of return reasons was removed. The new 'codes' that were created were **VOUCHERREMARKS** and **RETURNVOUCHERITEMS**. To the right is an example of how to add them to the template as a 'code' that can be inserted anywhere in the email template. Please reach out if you need any help updating templates.

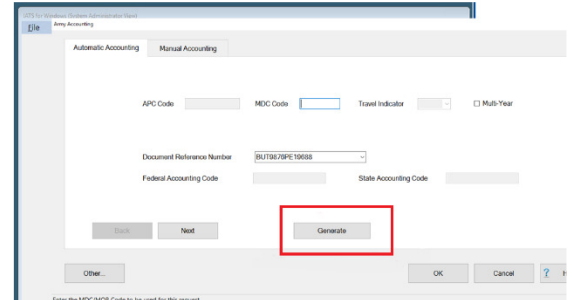
The screenshot shows the 'Email Message Editor' window. At the top, there is a 'Message Number' dropdown menu set to 'Returned Requests'. Below this is a text area containing the email template. The template includes fields for 'From: DFAS Travel Pay Office', 'To: [NAME]', 'Travel Order Number: [TONO]', and 'Travel Dates: [BEGINDATE] - [ENDDATE]'. A section for 'Reason(s) for Return of Claim' is followed by two highlighted code blocks: `[VOUCHERREMARKS] <br />` and `[RETURNVOUCHERITEMS] <br />`. Below these is a paragraph of text: 'We are unable to pay your Travel Claim at this time due to the reason(s) listed at the bottom of this communication. In order to have your Claim prioritized upon resubmittal with all corrections, please follow these'. At the bottom of the editor are 'OK', 'Cancel', and 'Help' buttons. A status bar at the very bottom indicates 'Edit the text of the selected email message.' and 'Done'.

- Return Email Sent Log: This will help track when return emails aren't sent due to network outages with the email server, etc., and will provide a report option to view returned claims with an indicator of the email sent or not.

The screenshot shows a 'Returned Claims Report' table. The table has columns for 'SSN', 'Traveler Name', 'Order Number', 'End Date', and 'Email Sent'. The 'Email Sent' column is highlighted with a red box. The data rows are as follows:

SSN	Traveler Name	Order Number	End Date	Email Sent
XXX-XX-8888	HANDY,HANCY	SCR19464	3/7/2024	No
Test Event #1 returning a claim with no valid email selected.				
XXX-XX-8888	HANDY,HANCY	SCR19464	3/7/2024	No
Email option not active but input				
XXX-XX-8888	HANDY,HANCY	SCR19464	3/7/2024	Yes

- Add Advance capability to the PCS and Return Type: Advance percents default to 80%, however, can be modified in maintenance.
- IBAN Disbursing Upload File
- Updates to Third Party Payment Process: Updates to the logic for the edit checks to validate on the first 8 characters of the TONO. Also, the default now is to 'validate all' lines, so if you only want to validate one particular row, you can do that by clicking the cntrl button and select just one record.
- The 'Generate' Button has been moved to not accidentally click on it when there is a lag from the prior screen
  - \* You will notice the button is now further to the left so don't let that trip you up when moving through the screens:



**The most notable bug fixes included in version 8.6 are:**

- UNCOLLECTED AMOUNT INCORRECT ON HHT SUPPLEMENTAL: Fixes the issue with understating the uncollected amount on a HHT \*supplemental claim
- PCS AND RETURN ORDERS CHANGING LOA'S O CURRENT FY: Fixes the issue with the FY being charged on pcs to training and pcs from training per diem
- EFT CHANGE REPORT - USER ISSUES V2: Corrects so the right report displays when selecting the excel option and creates a pop up message showing the record count with the option to print all records found or the last 500.
- LONG-TERM TAXABLE TDY SUPPLEMENTAL CLAIM LOA: Corrects so the loans for the supplemental claims generates correctly
- LUMP SUM TQSE COMPUTATION ISSUE: Fixes the issue with the entitlement not computing correctly when entering a tqse lump sum scenario involving both at old and new location
- MULTIPLE ENROUTE ADVANCES ALLOWED: On Military and Civilian Enroute Advances. Allow one advance each for the member and dependents OR once a supplemental is done to add dependents to Employee's/Member's enroute advance or vice-versa, no longer allow new enroute advances.
- ERROR PROCESSING NAVY CIVPCS ADVANCE: Corrects to the user is able to process an advance for a CIVPCS order.

**\*\*IMPORTANT:** There is an update to how the upload files transfer to ODS for disbursing when using Java in the 8.5 IATS release. If you experience any issues with file transfers after updating to 8.5 please contact our helpdesk for assistance with updating the config table.

*As always, we appreciate your feedback. Let us know if there is a future enhancement you would like to see in IATS!*