

## 4 FAH-1 H-320 MEMORANDUM ACCOUNTS

(TL:FMH-37; 03-29-2004)  
(Office of Origin: RM/DCFO/FMS/FPMC)

### 4 FAH-1 H-321 GENERAL ADVANCE ACCOUNTS

(TL:FMH-37; 03-29-2004)

- a. Memorandum accounts are used for:
- (1) Recording quarters allowance advances;
  - (2) Advances for temporary duty travel (TDY);
  - (3) Other cash advances; and
  - (4) Advances for International Assignment Travel and Transfer Allowances.
- b. Codes for memorandum accounts for quarters allowance advances, advances for post-funded travel, and other cash advances are completed by assigning identifying post codes.

<b>Code</b>	<b>Allottee/Allow. Holder</b>	<b>Purpose</b>
7XXX	Post	Other cash advances
7091	RM/GFS/DFS	Advance payments for services under WCF
7092	RM/GFS/DFS	Advances to domestic cashiers
7097	RM/GFS/DFS	Advance of Pay
7098	RM/GFS/DFS	Emergency Medical Payroll Advances
7196	RM/GFS/DFS	Allows payroll system to interface with accounting system, Charleston, FSC.
7316	RM/GFS/DFS	Allows payroll system to interface with accounting system, Bangkok, FSC.
8XXX	Post	Quarters allowance advances

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9XXX Post Travel advances for post-funded travel and Stateside-authorized travel of post assigned travelers.

9059 RM/GFS/DFS Travel advances for International Assignment Travel, Transfer Allowances, and Stateside-authorized TDY travel of Stateside assigned travelers.

**4 FAH-1 H-322 ACCOUNTING/REPORTING—  
BUDGET CLEARING ACCOUNT  
(SUSPENSE)**

*(TL:FMH-23; 10-18-2002)*

a. The memorandum accounting/reporting codes below are used to identify the nature of deposits credited to the Budget Clearing Account (Suspense), and for machine processing of this data by the Department in Washington, pending determination and transfer to the appropriate allotment or fund to be credited. These codes are entered on accounting documents in the same sequence as allotment/allowance codes.

<b>Symbol</b>	<b>Report Code</b>	<b>Title/Purpose</b>
19F3845	9901	Proceeds of Sales, Passenger Vehicles Sold Abroad
19X0113.V		
19X4519.1		
19F3845	9902	Proceeds of Sales, Nonpassenger Vehicles
19X0113.N		
19X4519.1		
19X0535	9903	Proceeds of Sales, FBO Vehicles
19F3845	9904	Proceeds of Sales, All Other Personal Property
19X4519.1		
19F3875	9905 <sup>1</sup>	Miscellaneous Deposits Not Readily Identified With the Appropriation or Fund to be Credited

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19-11X1022.2	9905	Miscellaneous Deposit - INL
19X45191	9906	ICASS Revenue Collections Abroad
19F3845	9907 <sup>1</sup>	Proceeds of Sales, FSI training materials
19F3875	9908 <sup>1</sup>	Deposit of Collections or Refunds Received for Unused Tickets not Readily Identified With the Appropriation or Fund to be Credited
19F3875	9909 <sup>1</sup>	Deposit of Unreconciled Remittances
19F3878	9910 <sup>1</sup>	Deposit in Transit differences. (USDOs must add their unique point limitation, identified in 4 FAH-1 H-252, to the symbol, i.e., 19F3878.11 for USDO Mexico.) (Required by OFMS processing)
19F3880	9910 <sup>1</sup>	Unavailable Check Cancellations and Overpayments (Required by OFMS processing when the actual allotment code is not readily identified) (USDOs must add their unique point limitation, identified in 4 FAH-1 H-242, to the symbol, i.e., 19F3880.11 for USDO Mexico)

<sup>1</sup> Note: Appropriations not valid without point limitations.

b. These codes are applicable to Department of State activities only. Deposits of serviced agencies such as AID, USIA, Peace Corps, Defense, etc., are processed in accordance with the regulations of the respective agencies.

## **4 FAH-1 H-323 ACCOUNTING/REPORTING—TRUST FUNDS**

*(TL:FMH-37; 03-29-2004)*

The memorandum accounting/reporting codes below are used to identify the types of receipts credited to the Unconditional Gift Fund and Conditional Gift Fund, and are for machine processing of this data by the Department of State. These codes are entered on the accounting documents in the same

sequence as allotment/operating allowance codes, and are applicable to Department of State activities only.

<b>Symbol</b>	<b>Report Code</b>	<b>Title/Purpose</b>
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19X8821	9911	Donations for Public Appearances
19X8821	9912	Facilities Donations
19X8821	9913	Donations re: Sale of Personal Property at the Post
19X8822	9914	Commissary Fund
19X8822	9915	Foreign Service Institute
19X8822	9916	Special Fine Arts Committee
19X8821	9917	Contributions Received at Post
19X8822	9918	The Secretary's Library Acquisition Fund
19X8822	9919	The FSI Foundation
19X8821	9920	Donations to Unconditional Gift Fund
19X8821.5	9920	Donations to Unconditional Gift Fund—Public Diplomacy
19X8822	9921	Donations to Conditional Gift Fund
19X8822.5	9921	Donations to Conditional Gift Fund—Public Diplomacy

## 4 FAH-1 H-324 SPECIAL REPORTING CODES

(TL:FMH-36; 12-31-2003)

<b>Report Code</b>	<b>Title/Purpose</b>
9923	Deposit of Collections from Protection of Power for Canadian Interests in Nigeria
9924	Advances for CA
9925	Deposit of Collections for World Trade, Pentagon Relief Efforts and/or Marine Corps Law Enforcement Foundation
9926	Deposit of Collections of Passport Application fees by the U.S. Postal Service
9927	Deposit of Collections (Miscellaneous Donations)
9930	Public Diplomacy—Collections Abroad
9937	Advances for Refugee and Migration
9941	Deposits of Trust Accounts for U.S. Citizens Abroad under 19F3875
9942	Payment transactions under the Foreign Service Retirement and Disability Fund, 19X8186
9943	Deposits of Collections against Fiscal Irregularities Account under 19X6875
9944	Collections of Backup Withholding Tax under the Prompt Pay System
9945	Deposit of Collections from Commissary and Recreation Associations in connection with phase-out of service contracts between employee associations and Embassies.

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- 9946 Collections of Advances for Press Travel and Related Expenses Abroad (19X6875)—Advance pay by the Press for additional costs accruing to the U.S. Government for Press seats on DOD aircraft, Press busses used overseas, installation and use of telephone equipment overseas dedicated to Press use, mixed mode travel abroad, etc.
- 9947 Payment transfer of Foreign National Employees from Civil Service Retirement and Disability Fund (CSRDF) to a Local Retirement Plan as authorized by Pub. L. 101-7148. (19F3885.04)
- 9948 Transfer and holding of garnishment deductions pending payment via supplemental payroll voucher under 19F3885.03.
- 9949 For the receipt and deposit of all commercial fees collected by Department of State employees working abroad. This applies only to the fees that will retained by the Department of State.
- 9951 Waiver User Fees for Non-Immigrant J Visas
- 9952 Fees received by Agency Publications and Advertising
- 9953 Fees received by the sale of Nouveaux Horizons Books
- 9954 Fees received by the sale of Arabic Book Translations
- 9955 Fees received by the Library/IRC programs
- 9956 Fees received by the English Teaching program—Materials
- 9957 Fees received by Student Advising
- 9958 Fees received by the English Training Program—Tuition

**NOTE:** These codes are used for special accounting and reporting as directed by RM/F/DFS.

**4 FAH-1 H-325 ACCOUNTING/REPORTING—  
BUDGET CLEARING ACCOUNT  
(SIBAC)**

*(TL:FMH-1; 04-15-1994)*

<b>Symbol</b>	<b>Report Code</b>	<b>Title/Purpose</b>
19F3885.01	9950	Treasury Charges
19F3885.01	9951	NOAA (Department of Commerce)
19F3885.01	9952	U.S. Geological Survey
19F3885.01	9953	Department of Justice
19F3885.01	9954	Labor SIBAC Charges
19F3885.01	9955	Postal Service Charges
19F3885.01	9956	OPM SIBAC Charges
19F3885.01	9957	GPO SIBAC Charges
19F3885.01	9958	GSA SIBAC Charges
19F3885.01	9959	HHS SIBAC Charges

**4 FAH-1 H-326 THROUGH H-329 UNASSIGNED**