

CIRCULAR LETTER NO. 1057

September 11, 2020

TO: Budget Officers
Accounting Officers
Printing and Publishing Officials of the Federal Government

SUBJECT: G-Invoicing - Information for U.S. Government Publishing Office (GPO) Customers

This Circular Letter is to inform agencies doing business with the GPO of the Department of the U.S. Treasury's Bureau of Fiscal Service initiative regarding G-Invoicing. In accordance with the Treasury Financial Manual Chapter 4700, Appendix 8, *Intra-governmental Transactions (IGT) Buy/Sell*, Treasury's Fiscal Service will soon require Federal entities to use G-Invoicing (31 U.S.C. 3512(b) and 3513) for transactions between Federal entities.

This information should be shared internally with all personnel involved in ordering, obligating, and authorizing payments for services and products from GPO. We also encourage you to reach out to your internal G-Invoicing Planning and Implementation Teams to understand how your agency will be adopting this Treasury-mandated platform. Treasury's current implementation schedule requires Federal agencies to implement G-Invoicing for new orders by October 1, 2022.

Q. What is G-Invoicing?

A. G-Invoicing is a new online platform being developed by Fiscal Service for funding officials, program officials, and payment approvers to originate and settle Buy/Sell Intra-governmental Transactions. It serves as a gateway for Federal entities to agree upon funding terms and accounting treatment of reimbursable activity, and exchange that data with one another for consistent financial reporting. G-Invoicing is being implemented to support Fiscal Service's efforts to improve the quality and reliability of IGT buy/sell information. G-Invoicing is not an accounting system.

Q. How will this new requirement impact your agency when doing business with the GPO?

A. Any order placed with GPO after October 1, 2022, where settlement will occur in IPAC, will require the G-Invoicing lifecycle. The G-Invoicing lifecycle includes: General Terms and Conditions (7600A), Orders (7600B), Performance, and Settlement.

In the short term GPO ordering processes will remain the same. GPO will still require customers to furnish traditional order forms for all printing and publishing services (i.e., SF-1, 2511, etc.)

Q. What should agencies do between now and October 2022?

A. Speak with your agency's G-Invoicing Planning and Implementation Team to understand how your agency will be adopting this initiative. If you require assistance identifying your agency's Team, email the Treasury Bureau of Fiscal Service at IGT@fiscal.treasury.gov.

Also, browse these resources to learn more about G-Invoicing:

- Main site: <https://fiscal.treasury.gov/g-invoice/>
- G-Invoicing Playbook: <https://fiscal.treasury.gov/files/g-invoice/g-invoicingplaybook.pdf>
- Training Guides, Videos, and Webinars: <https://fiscal.treasury.gov/g-invoice/training.html>

Contact the GPO Implementation Team at GINV@gpo.gov if you have questions, concerns, or would like to meet to discuss how we can work together. GPO will provide updates when additional information regarding G-Invoicing becomes available.

Sincerely,

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Managing Director, Customer Services

WILLIAM L. BOESCH, JR.
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