In February 2016, customers of the following business lines within the Integrated Technology Services (ITS), Assisted Acquisition Services (AAS) and Global Supply Services (GSS) Portfolios will begin accessing billing statements electronically via the Vendor and Customer Self Service (VCSS) website.

- AAS – Client Support Center (CSC)
- FEDSIM
- GSS - Integrated Workplace Acquisition Center (IWAC)
- National IT Commodity Program (NITCP)
- Network Services - Expanded Services
- Managed Service Office (MSO)/USAccess Program Office

VCSS will replace BillView and paper billing statements, and will present billing statements and billing data in new standardized formats. Billing statements produced before February 2016 will still be available in BillView.

**IPAC Data Field Changes**

The [About GSA changes to IPAC data fields for AAS, GSS-IWAC, and ITS Customers](#) brochure will help you prepare to load data correctly into your internal systems without disruption. This brochure is designed to be a useful reference for those GSA customers who pull data from Treasury’s Intergovernmental Payment and Collection System (IPAC) into their accounting systems.

Federal standards make interagency interactions easier, so GSA complies with Common Government-wide Accounting Classification (CGAC), Financial Systems Integration Office (FSIO) Standards, and the Treasury Financial Manual (TFM) Publications and Guidance. To more fully align with these standards, we will be making changes to how we populate the IPAC records.

Please use this brochure as a guide on how to load data correctly into your internal systems when these changes take effect in February 2016.

**Change to Civilian Billing Schedule**

Civilian customers will see a change to their current billing schedule. Currently, billing statements for Civilian customers are generated once a month around the 20th of the month. Beginning mid-February 2016, this schedule will change for Civilian customers to twice a month. The first billing cycle will occur on the 8th of the month, and the
second billing cycle will occur on the 22nd (or the next business day for both of these dates if they fall on a weekend or holiday).

There will be no change to the billing schedule for DoD Customers.

We will continue to communicate with you to facilitate your transition to VCSS. Please visit gsa.gov/baar for more information.

The GSA Billing and Accounts Receivable (BAAR) Team