



20081229 Mandatory E-Payments to Vendors

IMPORTANT! DFA has reset the 90-day requirement in SAAS for new vendors to enroll with PayMode.

The requirement for enrollment of new vendors in PayMode within 90 days has been reinstated. Any new vendor who has not enrolled by the end of the 90 days will be placed on automatic hold in SAAS.

To determine when a vendor will be put on hold, look on the SAAS vendor file in Report 4 and Report 5 fields. If the Report 4 field is marked PMPD, the vendor is required to enroll in PayMode 90 days from the date in the Report 5 field. Example: If Report 4 = PMPD, Report 5 = 0908, then the vendor is required to enroll in PayMode by December 08.

DFA is also targeting vendors that were already on the vendor file but have never enrolled in PayMode. Some vendors have been sent letters requiring them to register for PayMode and have been marked PMPD with a date of 1008. This process will continue with other vendors.

DFA/BFC will only allow one extension per vendor. If you have any questions, please contact Loretta Sebren at [601-359-2966](tel:601-359-2966) or by email at sebrenl@dfa.state.ms.us.