



Special Attention of:
All involved in the handling and
protecting of cash and negotiable
instruments

Transmittal: Handbook No. 1911.1 REV-06, Handling and
Protecting Cash and Negotiable Instruments

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1. This Transmits: Handbook No. 1911.1 REV-06, Handling and Protecting Cash and Negotiable Instruments. This revised handbook sets forth the Department's policy and compliance with associated requirements provided in the Department of the Treasury's (Treasury's) Treasury Financial Manual.
 2. Handbook No. 1911.1 REV-06 is a complete revision.
 3. This handbook has been revised to:
 - a. Make appropriate updates and to remove references to a process that was decommissioned by Treasury in December 2012 - Paper Check Conversion Over the Counter (PCC OTC).
 - b. Treasury replaced PCC OTC with the Over the Counter Channel Application (OTCNET), which is a secure Treasury web-based system that combines the functionality and features of two former applications, PCC OTC and the Treasury General Account Deposit Network (TGAnet). Handbook 1911.1 REV-06 has been revised to make appropriate deletions and include references to OTCNET.
 4. This handbook is effective on August 17, 2015 and replaces Handbook 1911.1 REV-05, dated April 2012.
 5. Filing Instructions:
 - Remove: Handbook No. 1911.1 REV-05, dated April 2012.
 - Insert: Handbook No. 1911.1 REV-06, dated August 17, 2015