

Business Process and Training Guide for NC DENR

History

In June of 2007 DENR through the Office of General Counsel centralized collection activity for those divisions issuing civil penalties. The initial process for tracking the collection efforts was the use of excel spreadsheets with the data being exchanged back and forth from the divisions to collections and vice-versa. That data also upon exhausted collection attempts was forwarded to the AG's for legal proceedings to collect. The policy outlined here is utilizing the Titanium Software Package purchased from CR Software. This policy will continue to be updated as we fine tune our procedure. Only "Established Penalties" are sent to the collections team.

There are two methods of utilizing the software currently. Option A in which the data is transferred to Titanium from the DSS system and Option B whereby the division loads the data onto excel spreadsheets in a standard format and sends the information to collections and (IT) and the data is loaded directly into the ETL by (IT). The data load results in the information being transferred to the collections software. Once the data is loaded automated strategies are applied to send the first demand letter giving the violator 30 days to pay and then the final demand letter giving the violator 10 days to pay. The software is capable of handling a payment plan if necessary in the collection process.

Divisional Processes

Option A Collections Data Feed

After the penalty has become established the Section Coordinator will refer the case to Collections. Under the Option A method the data is transferred to Collections from the DENR Decision Support System (DSS). The data that is transferred to Collections from DSS comes from the DSS Enforcement module. Data submitted to DSS Enforcement must have required data submitted to DSS Facilities (FITS), Permits, and Compliance modules. Documentation for DSS modules is at <http://spaces.ncdenr.org/spaces/display/NTBK/Decision+Support+System>. In general terms, DSS Enforcement records must be related to a Compliance record. Compliance records must be related to an Environmental Interest record in the Facility system. Compliance records can be related to a Permit Record if optional Permit information has been included in the Compliance record.

An Environmental Interest Information System that will submit enforcement data to DSS Enforcement must follow documentation at <http://spaces.ncdenr.org/spaces/display/NTBK/Compliance+and+Enforcement+Project+documentation>. Documentation about the Enforcement flat file feed specification is at

http://spaces.ncdenr.org/spaces/display/NTBK/Compliance+and+Enforcement+File+Feed+specification.

Division of Water Quality (Env_Int_Type_Code = 002)

Division of Water Quality Section Coordinators must enter the referral date in the BIMS system for each enforcement case that is referred for collection. Enforcement cases that are referred to collection will only be sent in the weekly DSS data feed when the date is entered into the data system. This date is entered on the Collection tab in the Track Enforcement Case task. An example of this BIMS screen is as follows:

The screenshot shows a web-based application window titled "Track Enforcement Case". The window has a blue header bar with a close button (X) in the top right corner. Below the header, there are several tabs: "Payment", "Remission", "Petition", "Collection" (which is the active tab), "Settlement", "Related Cases", "Comments", and "Events". Under the "Collection" tab, there are four sub-sections: "Summary", "Related Violations", "Penalty Assessed", and "Review". The "Summary" section contains the following fields and buttons:

- Case Number: LV-2008-0066
- NOV: [Empty field]
- Save button
- Permit: NC0069175 (with Details... button)
- SOC: [Empty field]
- AD: [Empty field] (with Details... button)
- Monitoring Report: 09-2007 (with Details... button)
- Facility: Ridge Community WWTP (with Details... button)
- Region: Mooresville
- County: Gaston
- Owner: Ridge Community Sewer Associatio (with Maintain... button)
- Incident: [Empty field] (with Details... button)
- Inspect Dt: [Empty field] (with Details... button)

Below these fields, there are several date fields, all containing the date 11/11/2009:

- Collection Memo to Region: 11/11/2009
- Region Responded: 11/11/2009
- Request OAH Petition Search: 11/11/2009
- Final Notice Letter Date: 11/11/2009
- Green Card Date: 11/11/2009
- Response Due Date: 11/11/2009
- Memo to AGO to Collect: 11/12/2009

At the bottom of the form, there is an "Export Final Notice..." button. Below the form, there are navigation buttons: "< Back", "Next >", "Finish", and "Cancel". At the very bottom of the window, there is a status bar with the text "Ready", "Page 1/1", and "SID: ENCO".

Once the date has been entered in the "Memo to AGO to Collect" field on the Enforcement Case Collection tab, the enforcement case will automatically be included in the next DSS enforcement data feed. For DWQ, DSS data feeds are ran once per week on Fridays and pull any data that has been entered or updated since the last data feed. The DSS data feeds are manually generated by DENR ITS/DWQ IT staff by running SQL scripts for Permits, Permit Apps, Compliance and Enforcement in DB Visualizer (i.e. database tool). These SQL scripts are run against the BIMSMART database, which is a normalized version of the BIMS Production database and is updated each night with production data.

The DSS data feeds comply with the DSS data feed specifications. The SQL code pulls data from the BIMS system and creates a data feed file that conforms to the DSS data feed specifications

for each of the specified data feeds. Based on these specifications, BIMS data is converted into a format, which includes appropriate codes for each data feed, that can be loaded into DSS.

In order for the Enforcement data feed to load properly into DSS, each enforcement case must have a corresponding Compliance record loaded in DSS. The Compliance record must also have a corresponding permit record loaded if a permit is specified for the compliance action. Permit, Permit Apps, Compliance and Enforcement must all have the corresponding facility loaded in FITS. All data feeds are dependent upon FITS facility. Water Quality currently is the only division feeding data accurately by the plan (A) method and therefore only their procedure is listed.

Option B Collections Data Feed

After the penalty has become established the Section Coordinator either manually or through their own automated method will e-mail the Excel spreadsheet showing a list of all collection cases to IT and the collection team at DENR. The designated IT individual will load the information into the ETL. This data is checked for accuracy by IT and Collections. Provided the data is accurate IT is notified and it is moved to production. Once it is moved into production the Titanium design outlined below is implemented by the collections team. Data is no longer moved into test it goes straight to production

Titanium Design

Add new business > Apply a strategy (Letter Series) at the time of new business load> Build workchains and worklists off of criteria to prioritize the working of cases > Work the cases and note the cases accordingly > Develop automation based off of work results and reporting (Automation=Jobs, Strategies-Not Letter Series, Business Rules)

*Along with the above flow, generate and print notices and we can begin running statistical reports. It will take some time for the statistical reports to become accurate based on the time frame that it took to get the data into Titanium i.e. cases that were referred that we utilized the old method to send letters for due to loading issues will not be accurate. Example, Data that has just been placed on Titanium that letters went out for months will give inaccurate data because it cannot be backdated.

*Avoid breaking the flow and having to go back into time to manipulate the workflow. For example, loading business on **10/01** and not applying a strategy or working the business until **11/01**, thus forcing DENR to have to manually manipulate the data.

New Business Loading

Option A Loading

Option A applies only to those Divisions that send Enforcement data and all associated data (i.e. Compliance and FITS) directly to DSS. Divisions send weekly data feeds to DSS prior to the weekly Collections data feed. The Option A Collections data feed involves several steps that transfers data from DSS to Titanium. On Thursday of each week, the following events occur to prepare the data for loading into Titanium:

- At 7:30 am, a Business Objects report called called "DSS_Titanium_Rep" runs automatically to generate the Option A data file in a text file format.
- At 9:00 am, a second Business Objects report called "DSS_Titanium_Rep Validation (New Cases to Collections)" runs automatically to generate a spreadsheet containing a list of new cases to be loaded into Titanium. The spreadsheet is automatically emailed to various Collections staff and is used for validation of the new cases that need to be loaded into Titanium.
- At 10:30 am, ETL processes the Option A data file and creates the XML file that will be uploaded into Titanium. The Titanium data file for Option A loading is called "DSS.xml".

Once the ETL completes processing of the Option A data file, the data can be loaded into Titanium by creating a new batch in Titanium. The new business batch is created using the following batch settings:

Assignment Mode: Auto/Balance All
Upload Type: File
Upload File Name: DSS.xml
Attach Violators: Yes
Merge Violators: Yes
Strategy: Use Section Default

NOTE: Always remember to give a unique short name and description including the date that the new business was loaded.

Once the batch is successfully loaded, the data can be released to Titanium. Should there be any issues with the batch load (i.e. load failed, etc.), the IT Collections Contact must be notified immediately in order to determine if the ETL processing failed.

Refer to document entitled "Procedure for Uploading Option A Data File to Titanium" for specific details of upload procedure.

Option B Loading

Designated IT staff will manually process the Option B Data feed file, provided by the Division, in ETL. ETL will generate an XML data file that designated IT staff will place in the correct directory on the server. Next, IT **sends notification (division name, date, # of cases, cumulative \$??)** to the Collections IT Contact that a new business file is ready. The Collections IT Contact then forwards the information to Collections.

Prior to forwarding information to Collections, the Collection IT Contact validates the information.

Once the ETL completes processing of the Option A data file, the data can be loaded into Titanium by creating a new batch in Titanium. The new business batch is created using the following batch settings:

Assignment Mode: Auto/Balance All
Upload Type: File
Upload File Name: ??????
Attach Violators: Yes
Merge Violators: Yes
Strategy: Use Section Default

NOTE: Always remember to give a unique short name and description including the date that the new business was loaded.

Refer to document entitled "Procedure for Uploading Option B Data File to Titanium" for specific details of upload procedure.

Strategies

Previous Business Loaded

This process is only used when data is loaded late and the notices are generated from Titanium. This strategy is strongly discouraged without consultation from CRS.

- 1.) Create a unique strategy for the previously loaded new business batch following the same pattern as *Strategy 0727load* where you are calculating the difference between the placement date and the current date (-1 based off of online calendar).
- 2.) Create a job to apply the Strategy to the violators found within that new business batch. Follow the pattern of *job id StratAp1*. Make sure to update the filter with the correct

placement date and section short name. Make sure to update the job with the new strategy.

- 3.) View filter contents and execute the job by first evaluating the affected number of records. The numbers should match.

New Business Loaded

- 1.) Use the Section Default Setting, which will automatically apply *Strategy LtrStrat* upon loading.

Generating and Printing of Notices in Titanium

Copies of Notices Attached:

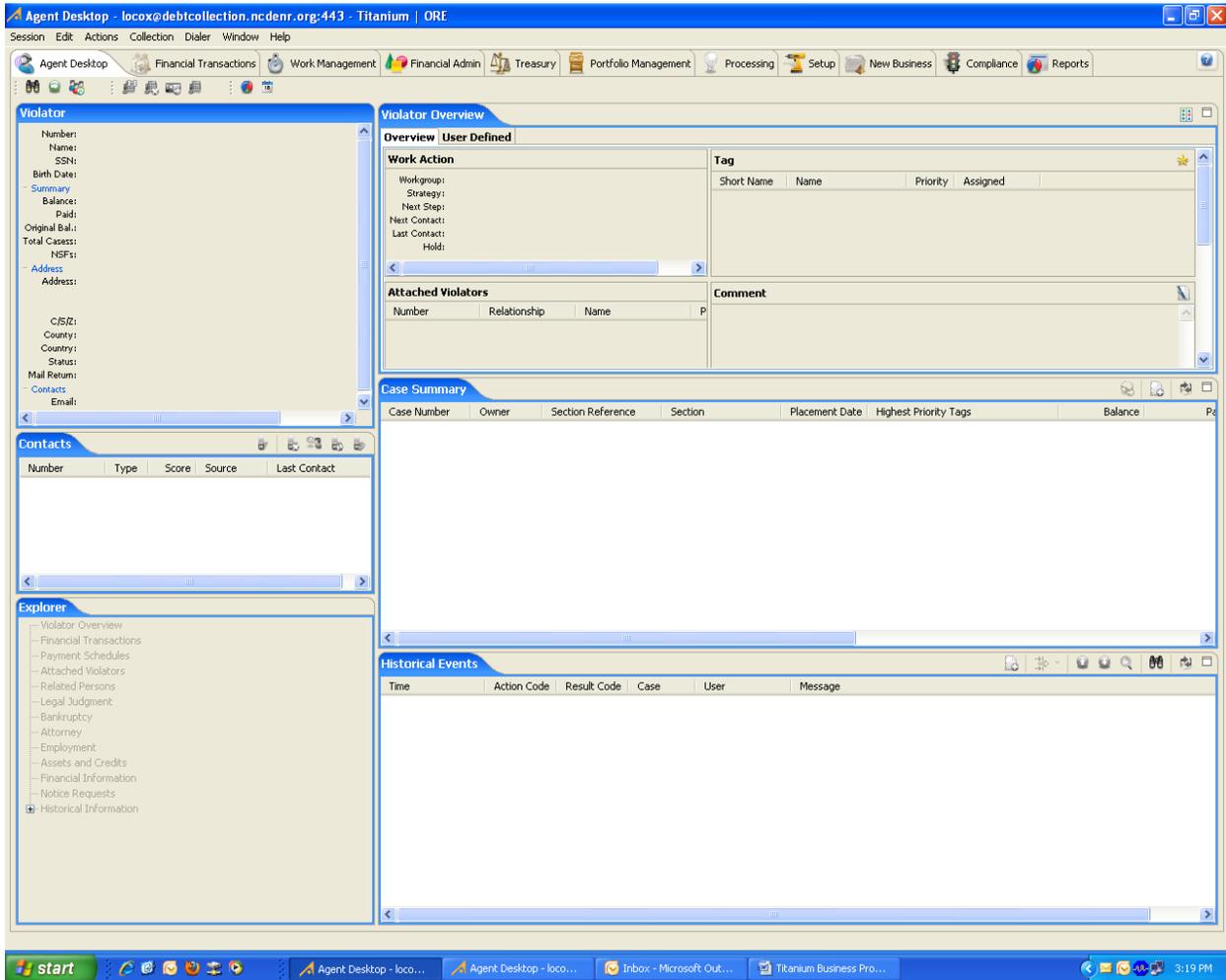
- 1.) Notice is requested either manually via <ctrl><n> from the Agent Desktop or automatically via strategy through the night process.
- 2.) Verify notice requests are showing up under PROCESSING > DOCUMENTREQUEST and showing as a scheduled status initially and then being moved by the scheduler to PRINT MANAGER and showing pending status.
- 3.) From PROCESSING, go to PRINT MANAGER, click on INTERNAL to the left, then DOCUMENTS on the left under the INTERNAL tab. On the right hand of the screen click BATCH.
- 4.) To BATCH create a unique name (usually containing the current date and letter type). Keep in mind that each letter type must have its own batch.
- 5.) After the batch is created, locate the batch on the left side of the screen, highlight the batch, right-click, and then select PROCESS. By selecting PROCESS the notice batch will be sent to the printer that is selected.
- 6.) Refresh or <ctrl><f> and verify that the print job is complete. The letter status should show processed.

Viewing the Main Screen

The main screen for Titanium is entitled "Agent Desktop" and a snapshot is provided below. After cases are loaded onto the system a violator overview is provided. To select a specific violator the following steps must be taken. If you click on the binoculars a drop down menu will pop up which will allow you to pull the violator by multiple methods (last name, business, ID number). Upon retrieving the violator, you can view the status of the case (i.e. the correspondence that has gone out and the phone discussions that have taken place). If you encounter difficulty retrieving the case, you can enter shift* and it will give a listing of all violators in order to retrieve the case you are searching for.

CRS is still working on this area. We have expressed that the enforcement number for retrieving purposes is what we want to utilize to pull up a violation. This section has an area called attached violators. If a violator has multiple violations they will show in this section. The

“Tag” section will show you whether or not the case is with Collections or the AG’s office. The set up of Titanium for the divisions is for viewing and printing purposes only. Reports can be viewed and printed also. Each division will only have access to their information.



Collections

At this point the actual collections process begins from a calling and documentation standpoint. The strategy is already assigned to the case that has the notice generated. The 1st demand letter and final demand letter are automatically set up to generate on the days they should it’s just a matter of instructing the system to generate the letter as mentioned in the printing instructions above. The steps to documenting collection activity and recording your comments the following steps must be taken.

1. Pull up the violator
2. Click "Actions" tab at the top of the screen
3. Click "AR Events". This stands for Action/Results.- A Dialog Box will appear.
4. In the box labeled "Action Code" search or type in CO(stands for comments)
5. In the box labeled "Result Code" record the result of the phone call i.e PTP (Promise To Pay) and enter any other comments in the comment section.

Based upon the success of the collection efforts when payments are received the following process takes place on Titanium.

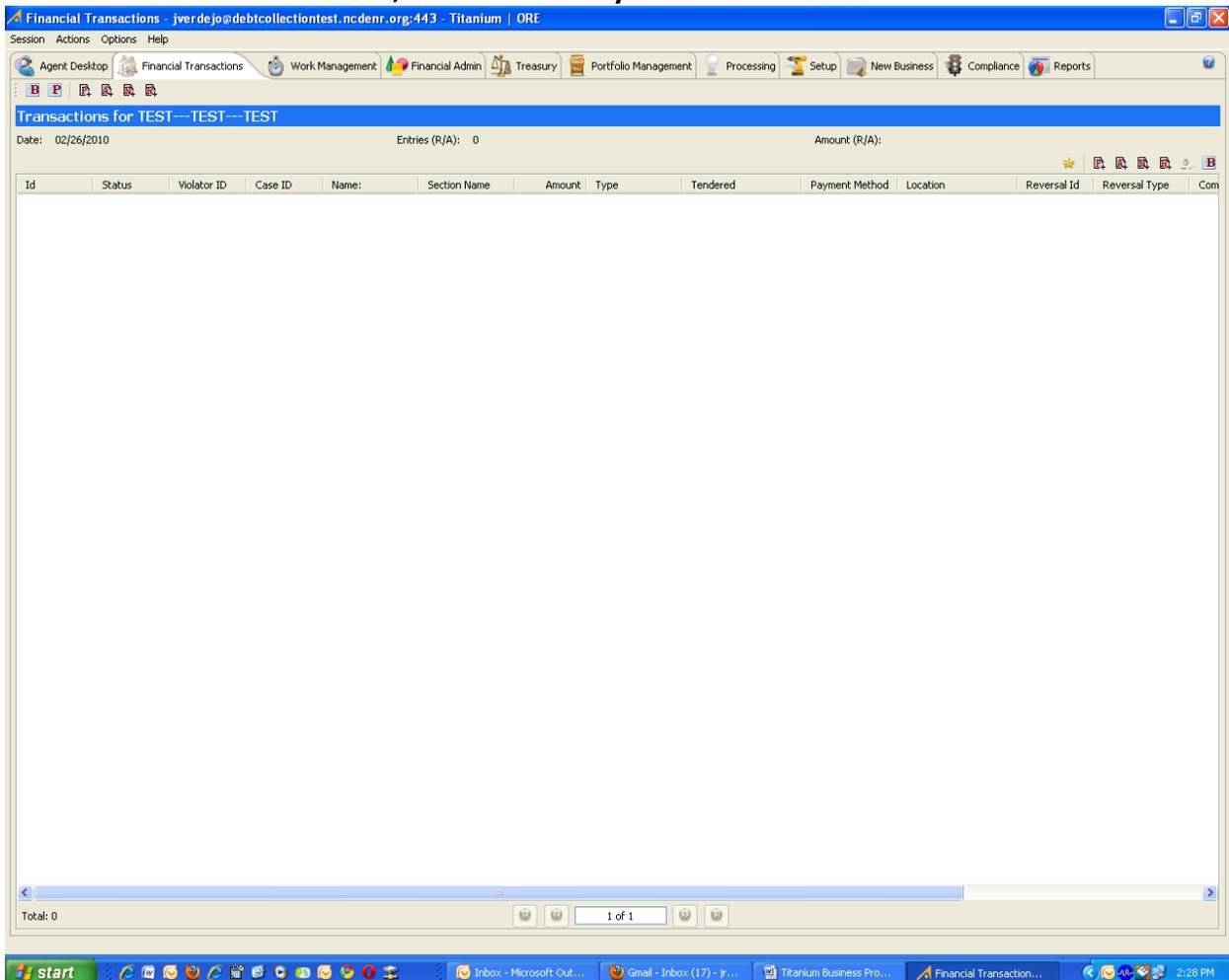
1. From the agent desktop, search for the violator by clicking the "Binoculars" icon
2. Once selected and loaded onto the main screen, click the "Financial Transaction" tab located near the top of the screen. Once selected, it will take you to the "Batch Summary" screen
3. At the "Batch Summary" screen, right click on the mouse in which two options appear. One for "Add" and another for "Refresh." Click "Add." Once that is selected a pop up should appear

The screenshot displays the Titanium Financial Transactions application. The main window shows a 'Batch Summaries' table with columns for Id, Status, Name, Created, Processing Message, Type, and Assigned. A 'New Transactions Batch' dialog box is open, prompting for a 'Name' and offering source options: 'Enter Manually', 'Import from a file', and 'Import scheduled payments'. The dialog also includes 'Help', '< Back', 'Next >', 'Finish', and 'Cancel' buttons. The background table lists various transactions with their respective IDs, statuses, names, creation dates, and processing messages.

Id	Status	Name	Created	Processing Message	Type	Assigned
137	Posted	2456937-1007973	02/26/2010 12:02	Successfully posted this payment ba...	Manual	hagaaney
136	Posted	3387123-1007972	02/26/2010 11:53	Successfully posted this payment ba...	Manual	hagaaney
135	Posted	871213-1007969	02/26/2010 11:47	Successfully posted this payment ba...	Manual	hagaaney
134	Posted	3387128-1007967	02/26/2010 11:31	Successfully posted this payment ba...	Manual	hagaaney
133	Posted	3387122-1007966	02/26/2010 11:27	Successfully posted this payment ba...	Manual	hagaaney
132	Posted	876803-1007961	02/26/2010 11:23	Successfully posted this payment ba...	Manual	hagaaney
131	Posted	876799-1007960	02/26/2010 11:19	Successfully posted this payment ba...	Manual	hagaaney
130	Posted	902520-1007947	02/26/2010 11:04	Successfully posted this payment ba...	Manual	hagaaney
129	Posted	794557-1007943	02/26/2010 10:54	Successfully posted this payment ba...	Manual	hagaaney
128	Posted	628309-1007941	02/26/2010 10:50	Successfully posted this payment ba...	Manual	hagaaney
127	Posted	885735-1007939	02/26/2010 10:46	Successfully posted this payment ba...	Manual	hagaaney
126	Posted	885736-1007938	02/26/2010 10:42	Successfully posted this payment ba...	Manual	hagaaney
125	Posted	885741-1007937	02/26/2010 10:38	Successfully posted this payment ba...	Manual	hagaaney
124	Posted	3605133-1007936	02/26/2010 10:34	Successfully posted this payment ba...	Manual	hagaaney
122	Posted	2475615-1007932	02/26/2010 10:28	Successfully posted this payment ba...	Manual	hagaaney
121	Posted	880220-1007931	02/26/2010 10:23	Successfully posted this payment ba...	Manual	hagaaney
120	Posted	2858832-1007928	02/26/2010 10:17	Successfully posted this payment ba...	Manual	hagaaney
119	Posted	2279218-1007916	02/26/2010 10:05	Successfully posted this payment ba...	Manual	hagaaney
118	Posted	3441025-1007915	02/26/2010 09:51	Successfully posted this payment ba...	Manual	hagaaney
117	Posted	3096215-1007914	02/26/2010 09:43	Successfully posted this payment ba...	Manual	hagaaney
116	Posted	3441023-1007912	02/26/2010 09:36	Successfully posted this payment ba...	Manual	hagaaney
115	Posted	876802-1007909	02/26/2010 09:28	Successfully posted this payment ba...	Manual	hagaaney
114	Posted	753615-1007907	02/26/2010 09:11	Successfully posted this payment ba...	Manual	hagaaney
112	Posted	1620-10102-1007904	02/23/2010 16:22	Successfully posted this payment ba...	Manual	hagaaney
111	Posted	874303-10112-1007...	02/23/2010 16:17	Successfully posted this payment ba...	Manual	hagaaney
110	Posted	3887129-10121-100...	02/23/2010 16:07	Successfully posted this payment ba...	Manual	hagaaney
109	Posted	1425-10101-1007900	02/23/2010 15:49	Successfully posted this payment ba...	Manual	hagaaney
108	Active	2C-2007-0008-1006...	02/23/2010 14:24	Successfully posted this payment ba...	Manual	hagaaney
107	Posted	2C-2007-0008-1006...	02/23/2010 14:22	Successfully posted this payment ba...	Manual	hagaaney
106	Posted	2C-2007-0008-1006...	02/23/2010 14:19	Successfully posted this payment ba...	Manual	hagaaney
105	Posted	2C-2007-0008-1006...	02/23/2010 14:15	Successfully posted this payment ba...	Manual	hagaaney
103	Posted	WQ-2007-0004-100...	02/23/2010 14:05	Successfully posted this payment ba...	Manual	hagaaney
101	Posted	1009805-PC-2009-0...	02/18/2010 15:57	Successfully posted this payment ba...	Manual	jverdejo
100	Posted	1009804-LV-2009-0343	02/18/2010 15:56	Successfully posted this payment ba...	Manual	jverdejo
99	Posted	1009803-LV-2009-0341	02/18/2010 15:55	Successfully posted this payment ba...	Manual	jverdejo

4. Enter the case number and name associated with the payment, and then hit finish. Once completed, you should see what you typed in at the very top of the page with a status of active.

5. Click the batch created, which will take you to a blank screen



- Right click on the mouse (which will bring up four options), choose "Payment"
6. Once payment type is chosen, a screen will pop up to apply payment to violator. Search for the violator you are applying payment or simply hit search if already chosen for you by the system.

Financial Transactions - jverdejo@debtcollectiontest.ncdenr.org:443 - Titanium | ORE

Session Actions Options Help

Agent Desktop Financial Transactions Work Management Financial Admin Treasury Portfolio Management Processing Setup New Business Compliance Reports

Transactions for TEST---TEST---TEST

Date: 02/26/2010 Entries (R/A): 0 Amount (R/A):

Payment Entry

Number: 1009976
 Name: Wendell Woodie, null Address: 6938 Stockard Rd
 SSN: 000-00-0000 City / State / Zip: Graham, NC 27253

Case Number	Section	Section Reference	Balance	Paid	Regarding	Placement Date	Eligibility	Message
1009376	Pws - Public Water S...	45-30150	\$51.80	\$0.00	NC0201174	02/16/2010	Eligible	

Payment Amount: Payment Location: Department
 Payment Memo Code: CHCK Payment Date: 02 / 26 / 2010
 Check Number: Workgroup: Legal
 Tender Date: 02 / 26 / 2010 External Reference Id:
 Comment: More Check Info

Case Number: 1009376 Section: Pws Payment Priority: 1
 Placement Date: 02/16/2010 Fee Schedule: Default Forwarded: No

Bucket Name	Original Balance	Current Balance	Applied Payment	Department Commission \$ Amount	% Rate	Receiver Commission \$ Amount	% Rate
ConvenienceFee	0.00	0.00	0.00	0.00	100.0000	0.00	0.0000
CourtCost	0.00	0.00	0.00	0.00	100.0000	0.00	0.0000
Filing Fee	0.00	0.00	0.00	0.00	100.0000	0.00	0.0000
Hazardous Waste Fe	0.00	0.00	0.00	0.00	100.0000	0.00	0.0000
Interest-Cost	0.00	0.00	0.00	0.00	100.0000	0.00	0.0000
Interest-Penalty	1.80	1.80	0.00	0.00	100.0000	0.00	0.0000
Investigative Cost	0.00	0.00	0.00	0.00	100.0000	0.00	0.0000
Late Fee	0.00	0.00	0.00	0.00	100.0000	0.00	0.0000

1 of 1

Allocate
 Calculate Rate
 Clear All
 Edit Fee Schedule
 Process
 Cancel

7. From this screen, enter data only in:
 - a. Payment amount
 - b. Check number
 - c. (optional) Comment
8. In the chart below, enter the payment allocation
 - a. Investigative Cost
 - b. Principle (referred to as Penalty)
 - c. Interest (if applicable)
 - d. Court Cost (if applicable)
9. Once information has been entered, click "Process"
 - a. NOTE: there is a mechanism in place that doesn't allow you to proceed further until the allocation entered into the chart exactly matches with the amount in the "Payment Amount" field at the top.
10. After the system has processed the information, the screen will go blank. At this point, hit "B" for "Go To Batch List" at the very right hand corner of the screen
11. It will take you back to the "Batch Summary Screen" from which you will right click the case worked on and click "Post Batch"

12. If done successfully, you should see a status of "Posted"

The screenshot displays the 'Financial Transactions' application window. The main area shows a table of transactions, all with a status of 'Posted'. A dialog box titled 'Submit Payment Batch' is overlaid on the table, displaying an information icon and the message 'Successfully performed Payment Batch Submit' with an 'OK' button. Below the table, a summary section provides details for a specific transaction.

Id	Status	Name	Created	Processing Message	Type	Assigned
83	Active	TEST---TEST---TEST	02/26/2010 14:22		Manual	jverdejo
82	Posted	(CASE NUMBER)-(VI...	02/23/2010 10:19	Successfully posted this payment ba...	Manual	jverdejo
81	Posted	TEST---TEST---TEST	02/23/2010 10:12	Successfully posted this payment ba...	Manual	jverdejo
80	Posted	Test 1/14/2010	01/14/2010 15:31	Successfully posted this payment ba...	Manual	jverdejo
79	Posted	DWQ WQ-2006-000...	12/30/2009 13:53	Successfully posted this payment ba...	Manual	jverdejo
78	Posted	DWQ PC-2007-005...	12/30/2009 13:36	Successfully posted this payment ba...	Manual	jverdejo
77	Posted	DWQ LV-2008-0124 ...	12/30/2009 11:25	Successfully posted this payment ba...	Manual	jverdejo
76	Posted	DWQ LV-2008-0131 ...	12/30/2009 11:22	Successfully posted this payment ba...	Manual	jverdejo
75	Posted	DWQ LV-2007-0288 ...	12/29/2009 16:17	Successfully posted this payment ba...	Manual	jverdejo
74	Posted	DWQ LV-2008-0302 ...	12/29/2009 16:13	Successfully posted this payment ba...	Manual	jverdejo
73	Posted	DWQ LV-2008-0262 ...	12/29/2009 16:09	Successfully posted this payment ba...	Manual	jverdejo
72	Posted	DWQ LV-2009-0029 ...	12/29/2009 16:06	Successfully posted this payment ba...	Manual	jverdejo
71	Posted	DWQ LM-2008-0020 ...	12/29/2009 16:03	Successfully posted this payment ba...	Manual	jverdejo
70	Posted	DWQ LR-2008-0015 ...	12/29/2009 15:54	Successfully posted this payment ba...	Manual	jverdejo
69	Posted	DWQ LR-2008-0016 ...	12/29/2009 15:49	Successfully posted this payment ba...	Manual	jverdejo
68	Posted	DWQ LV-2008-0374 ...	12/29/2009 15:43	Successfully posted this payment ba...	Manual	jverdejo
67	Posted	DWQ RV-2008-0002 ...	12/29/2009 15:35	Successfully posted this payment ba...	Manual	jverdejo
66	Posted	DWQ LR-2008-0019 ...	12/29/2009 15:29	Successfully posted this payment ba...	Manual	jverdejo
65	Posted	DWQ LV-2008-0252 ...	12/29/2009 15:20	Successfully posted this payment ba...	Manual	jverdejo
64	Posted	DWQ LR-2008-0019 ...	12/29/2009 15:08	Successfully posted this payment ba...	Manual	jverdejo
63	Posted	DWQ TX-2008-0007 ...	12/29/2009 14:47	Successfully posted this payment ba...	Manual	jverdejo
62	Posted	DWQ MV-2009-0004 ...	12/29/2009 14:36	Successfully posted this payment ba...	Manual	jverdejo
61	Posted	DWQ LR-2007-0011 III	12/29/2009 14:19	Successfully posted this payment ba...	Manual	jverdejo
60	Posted	DWQ MV-2007-0002 ...	12/29/2009 14:09	Successfully posted this payment ba...	Manual	jverdejo
58	Posted	DWQ LR-2007-0011 ...	12/29/2009 13:48	Successfully posted this payment ba...	Manual	jverdejo
57	Posted	DWQ MV-2007-0002 ...	12/29/2009 13:41	Successfully posted this payment ba...	Manual	jverdejo
56	Posted	DWQ LV-2009-0173 ...	12/29/2009 13:33	Successfully posted this payment ba...	Manual	jverdejo
55	Posted	DWQ LV-2009-0196 ...	12/29/2009 12:03	Successfully posted this payment ba...	Manual	jverdejo
54	Posted	DWQ LR-2007-0011 ...	12/29/2009 11:58	Successfully posted this payment ba...	Manual	jverdejo
53	Posted	DWQ MV-2007-0002 ...	12/29/2009 11:50	Successfully posted this payment ba...	Manual	jverdejo
52	Posted	DWQ LV-2009-0080 ...	12/29/2009 11:23	Successfully posted this payment ba...	Manual	jverdejo
50	Posted	DAQ payments 061909	06/19/2009 10:57	Successfully posted this payment ba...	Manual	jverdejo
48	Posted	Sandless Beach Tann...	06/17/2009 10:37	Successfully posted this payment ba...	Manual	jverdejo
47	Posted	Sandless Beach Tann...	06/17/2009 10:25	Successfully posted this payment ba...	Manual	jverdejo
46	Posted	Deborah Green	06/16/2009 13:52	Successfully posted this payment ba...	Manual	jverdejo

Total: 55

Name: TEST---TEST---TEST
 Created: 02/26/2010 14:22
 Released:
 Type: Manual
 Payment Method: Scheduled:
 Required Total: \$0.00 Required Transactions: 0
 Actual Total: \$51.80 Actual Transactions: 1
 Posted Total: \$0.00 Posted Transactions: 0
 Reversed Total: \$0.00 Reversed Transactions: 0
 Created By User: jverdejo - Verdejo, John
 Released By User: