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Title: II, Voucher and Invoice Payments Manual

Chapter: 1, Introduction, Section 2, Vendor Express (VEXP)

Bulletin: VEXP 04-1, Effect of Central Contractor Registration (CCR) on VEXP

Date: May 5, 2004

To: Users of VEXP

Effective October 1, 2003, Federal Acquisition Regulation required contractor registration in the Central Contractor Registration (CCR) database prior to award of any contract, basic agreement, basic ordering agreement, or blanket purchase agreement. CCR is a Government-wide initiative to house data on contractors in a single database. When vendors register in the CCR database, electronic funds transfer (EFT) information is required from the vendor before the registration is considered complete.

Vendor Express (VEXP) is an EFT system used to directly deposit into a vendor's designated bank account the Government's payment for goods and/or services provided to a Federal agency. Implementation of CCR has significantly reduced USDA's reliance on VEXP and, therefore, VEXP usage will be phased out by October 1, 2004. In its place, USDA will obtain vendor banking information directly from CCR for CCR registrable vendors or directly from an agency point of contact for non-CCR registrable vendors.

Effective immediately, agencies should not advise vendors to contact the National Finance Center (NFC) to initiate enrollment in VEXP unless the vendor is doing work with an agency under the terms of a Type 60 Purchase Order. The form SF-3881, ACH Vendor/Miscellaneous Payment Enrollment Form, should be used for Type 60 purchase orders through September 30, 2004. On October 1, 2004, VEXP and the form SF-3881 will be discontinued for all vendor payments, including Type 60 Purchase Orders, within USDA.

For additional information regarding CCR, refer to Agriculture Acquisition (AGAR) Advisory Number 59, Central Contractor Registration, available from the USDA homepage at [www.usda.gov/procurement/policy/advisories.html](http://www.usda.gov/procurement/policy/advisories.html).

The VEXP procedure is available online at the NFC Web site. To view and/or print this procedure, go to the NFC home page ([www.nfc.usda.gov](http://www.nfc.usda.gov)) and click the **Pubs & Forms** icon. At the Pubs & Forms page left-hand menu, click List by Title/Chapter or List by System Acronym then search for VEXP on the list provided.

Please refer questions about VEXP to Miscellaneous Payments Section personnel at **504-426-9745** or via e-mail at *misc@usda.gov*. Please refer questions about CCR to the Accounting Processing Branch Table Maintenance Help Line at **504-426-5377** . Refer questions regarding the distribution of this bulletin to the Customer Liaison and Training Branch at **504-426-5471** or via e-mail at *nfc.pvct@usda.gov*.



CHARLES L. WALLACE, Director  
Controller Operations Division

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