

## MEMO FOR IATS USERS

Please insure that people who work in travel see the information listed below.

March 2018

**SUBJECT:** Rates Update CD For March 2018

*NOTE: YOU MAY HAVE TO CLEAR THE CACHE ON YOUR COMPUTER WHEN TRYING TO DOWNLOAD RATES.*

The following is a list of items enclosed:

- A. Information cover sheet and instruction sheets for loading rates for IATS
- B. IATS flyer for March 2018
- C. 1 mini CD labeled: March 2018 RATES UPDATE (now with the IATS 7.0 manual)

## WiniATS RATES UPDATE INSTRUCTIONS

**A. This month's update includes OCONUS rates eff 3-01-2018, GS 13 wages for 2018 and new 22% withholding rate retroactive to 1-01-2018.**

**Step 1** Copy the file UPDATE278\_Mar0118.ZIP to the location you will use for this and later updates. (You can leave the updates on the (CD) and have the system look for the update on the CD each month) Once WINIATS learns this location it will remember it from the previous update

**Step 2** Login to Maintenance with a user who has rights to update rates. A Superuser works well.

**Step 3** Expand the "Configuration/Base Parameters"

**Step 4** Click the entry "Update All Rates/Locations"

**Step 5** Browse the "Show update-files in directory" on the UPDATE RATES AND LOCATIONS screen and find where you copied the attached file. Note: If the files were copied in the same locations as last month's update, the file should be displayed.

**Step 6** If step 5 was correct you will see the current update in the "Available update-files:" block. Click the "Update the rates/Locations using the Selected Files" button to begin.

**Step 7** Answer the prompts

**B. This month's update includes the latest bank routing numbers.**

**Step 1** Copy the file UPDATE278\_route(01Mar18).ZIP to the location you will use for this and later updates. (You can leave the updates on the CD and have the system look for the update on the CD each month). Once WINIATS learns this location it will remember it from the previous update

**Follow Step 2 through 7 above**

**NOTE: Check these locations to insure the rates updated. If WiniATS rates are different you will need to contact DFAS or your WiniATS support organization. Do not do this lookup in Maintenance since you may accidentally override one of the dates. Use the rate lookup option.**

COUNTRY OR STATE / CITY	DATE	LODGING	M&IE	MAXIMUM
ALBANIA OTHER	03/01/2018	89	42	131
SWAZILAND OTHER	03/01/2018	46	31	77

These are only some of the locations that have changed. They are listed so you have a location toward the front of the alphabet and the end of the alphabet to check. If these updated correctly then the theory is that all the locations between have updated. You can use other locations from the PDTATAC web site to check the rates also.

Contact the following to obtain assistance IATS-HELPDESK

Email: [dfas.indianapolis-in.ztd.other.iats-help-desk@mail.mil](mailto:dfas.indianapolis-in.ztd.other.iats-help-desk@mail.mil)

Telephone - Commercial: (317) 222-7718 DSN: 699-7718

1) RATES CAN BE E-MAILED TO SHIPS AT SEA OR LOCATIONS THAT HAVE E-MAIL BUT NOT ACCESS TO THE INTERNET AND WANT THE RATES SENT TO THEM ELECTRONICALLY. SEND AN E-MAIL STATING IF IT IS CONTINUOUS OR JUST FOR A SPECIFIC NUMBER OF MONTHS. INCLUDE YOUR E-MAIL ADDRESS.

### GET THE RATES ELECTRONICALLY!!

You can get the rates through the INTERNET at [www.profsft.com](http://www.profsft.com) (do not type http) then click on SUPPORT. At the SUPPORT PAGE, select the appropriate rates then download the rates update file.

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## NOTES TO IATS USERS

### TAXES and RITA 2018

Note: RITA rates in past years tended to be released during March. This year, because of the new Tax Law, I suspect these and other tax related rates will be later. An example is the Estimated Tax table. Normally IRS releases it prior to the beginning of the year. As of this writing, no Estimated Tax table for 2018 with the new percentages has even been created. Only in the last week has the IRS come out with their calculator to figure how much should be withheld from wages. It is unknown when the 2018 Estimated Tax table and the 2018 Tax table which are part of the RITA will finally be published. We are constantly monitoring the IRS and GSA web pages. As soon as the tax rates are released by the IRS and GSA we will update them in IATS and get them out to everyone in the field.

We have included the new 22% Federal withholding rate with this months update.

### IATS Version 7.0.0

Note: At the end of January IATS 7.0.0 was released. Currently the Authority To Operate (ATO) is being processed by DFAS.

We are waiting for final rules on the Tax Law change to create an emergency release of IATS 7.0.0 that will incorporate the new rules for taxable claims being processed in 2018.

Maybe by the time the April rates are mailed, some of these issues will be on their way to being resolved.

*"We shall endeavor to persevere"*

Thanks  
Roger G Williams  
Professional Software Consortium Inc.