

## **Transparency in Government Act (TIGA) Payment and Obligation Submission and Confirmation Help**

1. Account Login and/or Creation
2. Home Page
  - a. Menu Bar and Navigation
3. Passphrase
4. Multiple Entities
5. Upload Data
6. Edit/View Payments
  - a. Error Category
  - b. Edit Payment
  - c. Add Payment
  - d. Delete Payment
  - e. History
7. Edit/View Obligations
8. Edit/View Contact Information
9. Data Confirmation
10. Status

**Account Login and/or Creation** - see the Department of Audits and Accounts (DOAA) Login and Account Creation instructions guide to create an account or login to DOAA's website. Once you have logged in you will need to request access to the **TIGA – Payments and Obligations Submission** application.

Welcome to the Transparency in Government Act Payments and Obligations (TIGA) submission. This home page will guide you through the submission process. There are several steps and each step must be completed prior to confirming your data. The home page will provide information on where you are in the process and what steps need to be completed.

## Home Page

The screenshot shows the 'Home Page' of the 'Transparency in Government Act (TIGA) Payments and Obligation Submission' application. The page header includes the title and 'Today's Date is: August 19, 2010'. A navigation bar contains links: Home, Upload Data, Edit/View Payments, Edit/View Obligations, Edit/View Contacts, Confirmation, Help, and Exit. The main content area displays the following information:

- Entity: AUDITS AND ACCOUNTS, DEPA...(404)
- Submission Period: 2010
- Below are the steps to complete for the submission process:
 

Upload Files	✓
Review Payment Records	⚠
Review Obligation Records	✓
Review/Add contact information	✓
Confirm Files	⚠
Current Action Requested:	Payment Review

The Home page also has the following information:

- **Submission Period** – is the fiscal year for the data submission period
- **Entity Name and Code** – the organization's entity name and number
- **Passphrase icon** – click on this icon to setup a passphrase or to unlock the FEI/Vendor code. *Note: If you have already created a passphrase for this submission year in another one of our applications such as the Salary/Travel Submission, the system will use that passphrase.*
- **Steps within the process** – this section walks you through the submission process much like a check list.

## Menu Bar and Navigation



The menu bar has the following navigation links:

- **Home** - takes you back to Home page. This is where you can see file information, entity name and number and How to Get Started section.
- **Upload Data** – load data in the web application
- **Edit / View Payments** – edit /view payments; make changes to invalid records
- **Edit/ View Obligations** – edit/view obligations; make changes to invalid records
- **Edit / View Contacts** – verify contact information of person(s) responsible for answering calls from the public regarding questions that will be displayed on Open.Georgia.gov. Also add contact(s) that should receive correspondence relating to TIGA submission.
- **Confirmation** – confirm your data – certify that it is accurate to be published in Open.Georgia.gov
- **Help** – online help
- **Exit** – logout of the system

## Passphrase



A new security feature introduced for this year will enable our system to better protect your confidential information. In order to access the Payments and Obligations information, you will need to create a passphrase or if **you** have already set one up in the Salary/Travel Submission, the system will use the passphrase that you setup in the Salary/Travel Submission. You will need to establish this passphrase only once every submission year. The passphrase is used to encrypt the FEI/Vendor# only. If you need to share this passphrase with others in your organization or if you want them to be able to unencrypt the FEI/Vendor# then you can share this with them at that time. This allows you to control who can see this information and have access to it. The first time you upload data, you need to create or provide a passphrase so that once the data is uploaded the FEI/Vendor# will be encrypted. **Note: Please make sure to use a passphrase that is different from your login password.** We have the ability to recover your secure passphrase if lost or forgotten.

**Note: This passphrase is different than the account password that is created on the initial login screen.**

**To create a passphrase see screenshot below:**

Transparency in Government Act (TIGA) Today's Date is: August 19, 2010  
Payments and Obligation Submission Open.Georgia.gov

Home Upload Data Edit / View Payments Edit / View Obligations Edit / View Contacts Confirmation Help Exit

Passphrase Entry

As an added security measure it is required that you create a passphrase to work with your confidential data fields. This will allow you to see your confidential information if needed. Please keep this passphrase in a secure location in order to work with the submission process for the current fiscal year.  
**Passphrase should be 8 to 50 characters and can contain spaces or special characters.**

Passphrase

Re-Enter Passphrase

Enter in a passphrase which should be 8 to 50 characters in length. The passphrase can contain spaces or special characters. You can click on the passphrase icon  at anytime to enter in the passphrase.

Once you have created a secure passphrase, you will need to enter the passphrase to upload your file, edit a FEI/Vendor# or add a record. Since you need to upload files first, the screenshot shows that a passphrase is required to upload the data.

Transparency in Government Act (TIGA) Today's Date is: August 19, 2010  
Payments and Obligation Submission Open.Georgia.gov

Home Upload Data Edit / View Payments Edit / View Obligations Edit / View Contacts Confirmation Help Exit

Passphrase Entry

Please Enter in your secure passphrase to begin working with this data.

Passphrase

**Note: If you have already created a passphrase for this submission year in another one of our applications such as the Salary/Travel Submission, the system will use that passphrase.**

## Multiple Entities

If you will be submitting for multiple or attached entities, you will need to make sure that you choose the correct entity from the drop down box in the Entity Name field.

Transparency in Government Act (TIGA) Today's Date is: August 20, 2010  
Payments and Obligation Submission Open.Georgia.gov

Home Upload Data Edit / View Payments Edit / View Obligations Edit / View Contacts Confirmation Help Exit

Entity: **AUDITS AND ACCOUNTS, DEPA...(404)** Submission Period: 2010  
AUDITS AND ACCOUNTS, DEPA...(404)  
CALHOUN COUNTY BOARD OF E...(6191)

Please review your payment information and make any necessary corrections. The FEI has been encrypted for your protection and can be viewed by providing the secure passphrase used to upload the data. At any time you can click the lock icon above to enter in the passphrase.

Active/Removed Filter: Active

Vendor Name: SCOA:

One item found.

Status	FY	FEI#	Vendor Name	SCOA	Description	Funding	Payment Amt
X	2010	xBOTNWQ8in...	Education System	652003	3RD PARTY EXPEN...		250.00 <i>H</i>
Grand Total:							250.00

## Uploading Data

When you click on Upload Data, you will need to choose which file type you will work with. From the dropdown, choose either Payment or Obligation. Then click Submit.

Transparency in Government Act (TIGA) Today's Date is: August 19, 2010  
Payments and Obligation Submission Open.Georgia.gov

Home Upload Data Edit / View Payments Edit / View Obligations Edit / View Contacts Confirmation Help Exit

Select FileType

Please select a file type to begin working with data.

File Type : **Payment**  
Payment  
Obligation

Once you enter your passphrase correctly, you will be sent to the **Upload Data** page.

Then, click the browse button to browse and find your file to submit. Your file must follow the format below and must be a comma-delimited text file. Please do not submit column headings. Next, you should enter in the control / file total for verification purposes. You will need to perform these steps for each file type. ***If you are not an appropriated entity, you do not have to submit obligations.***

**Example Payment file (data file submitted would not include headers)**

Entity Code	Reporting Fiscal Year	FEI #	Vendor Name	Payment Amt	SCOA Code	Funding Source
404	201xx	004567895	Name of Vendor1	51000.00	614026	FE
404	201xx	123456789	Name of Vendor2	25.55	614003	SO
404	201xx	345227891	Name of Vendor3	80000.00	616001	SO
404	201xx	568925678	Name of Vendor3	10102.45	651001	FE

**Example obligation: (data file submitted would not include headers)**

<b>Entity Code</b>	<b>Fiscal Year</b>	<b>FEI #</b>	<b>Vendor Name</b>	<b>Obligation Amt</b>
404	20xx	123456789	Name of Vendor1	51000.00
404	20xx	243456789	Name of Vendor2	250.78
404	20xx	912345591	Name of Vendor3	80000.00
404	20xx	640456892	Name of Vendor4	4750.00
404	20xx	883458838	Name of Vendor5	1000.25
404	20xx	745883906	Name of Vendor6	65.93

**Please note:** 20xx is the most recent closed Fiscal Year. FEI/TIN #s should be submitted where available. For vendors without a FEI/TIN #, we will accept the vendor number.

Once you have browsed to your file, click the **Upload File** button to upload the file.

There are several reasons why we might not accept your file into the system which could be a bad file structure or your entity code in the file does not match the entity code you are submitting for.

## Edit/View Payments

Transparency in Government Act (TIGA)
Today's Date is: August 19, 2010

Payments and Obligation Submission
Open.Georgia.gov

Home
Upload Data
Edit /View Payments
Edit /View Obligations
Edit /View Contacts
Confirmation
Help
Exit

Entity: AUDITS AND ACCOUNTS, DEPA...(404)
Submission Period: 2010

**Edit/View Payments**

Please review your payment information and make any necessary corrections. The FEI has been encrypted for your protection and can be viewed by providing the secure passphrase used to upload the data. At any time you can click the lock icon above to enter in the passphrase.

Active/Removed Filter: Active

Vendor Name: 
SCOA: 
Error Category: — All —
Apply Filter
Clear

Add
 Delete All

10 items found, displaying all items.

	Status	FY	FEI#	Vendor Name	SCOA	Description	Funding	Payment Amt	
		2010	CfGH5RJQFa...	Academy of Richmond Count...	33400	BUS DRIVER PHYS...	FE	99.00	
		2010	rpdgZkUXPT...	Academy of Richmond Count...	651003	CONSULTANT	FE	0.00	
		2010	MPfmvR92AY...	Epson America, Inc.	851320	APPLICATION SUP...	FE	1.00	
		2010	L3GqBumC5l...	Epson America, Inc.	10		FE	1.00	
		2010	sf29LJ2sd9...	Epson America, Inc.	6030	PROFESSIONAL FE...	FE	1.00	
		2010	sf29LJ2sd9...	Epson America, Inc.	6030	PROFESSIONAL FE...	FE	1.00	
		2010	sf29LJ2sd9...	Epson America, Inc.	6030	PROFESSIONAL FE...	FE	1.00	
		2010	daXThwigm...	U S Postmaster			FE	1.00	
		2011	p1k6tS0evA...	U S Postmaster	2344		E	0.00	
		2011	UV7MZZ1Ra...	U S Postmaster	43wr		F	0.00	
								<b>Grand Total:</b>	105.00

- **Edit** - edit the record
- **Remove record** - You must state reason for which you are removing the record. Reasons for removal may be because of confidentiality or a duplicate record, for example.
- **Status** - **green flag** means valid record, **red flag** means invalid
- **History** - a history of all changes.
- **Delete All Payments** - **Delete All** removes all data for resubmission
- **Active / Removed filter** – Choose active to see all active records. Choose **Removed** to see all payments that have been removed or deleted.

It is important to understand that you **MUST** fix any records that have been marked as invalid ( **red flag**) before confirming.

## Error Category

The system can also quickly show you if you have any errors. Errors show up as red flags. To be able to quickly identify different types of errors, the error category dropdown has been created. The Error Category box will provide several options based on your data to let you know if you have any errors. Some of the different error categories you may see are Invalid Fiscal Year, Duplicate Payment, Invalid SCOA, Invalid Funding Source, and All Invalid Records. This dropdown box will also show you all valid records. If this dropdown box is not present then there are no errors.

Transparency in Government Act (TIGA)
Today's Date is: August 19, 2010

Payments and Obligation Submission
Open.Georgia.gov

Home
Upload Data
Edit / View Payments
Edit / View Obligations
Edit / View Contacts
Confirmation
Help
Exit

Entity: AUDITS AND ACCOUNTS, DEPA .(404)
Submission Period: 2010

**Edit/View Payments**

Please review your payment information and make any necessary corrections. The FEI has been encrypted for your protection and can be viewed by providing the secure passphrase used to upload the data. At any time you can click the lock icon above to enter in the passphrase.

Active/Removed Filter: Active

Vendor Name:  SCOA:  Error Category: All Apply Filter Clear

10 items found, displaying all items.

Status	FY	FEI#	Vendor Name	SCOA	Funding	Payment Amt
	2010	CIGH5RjQFa...	Academy of Richmond Count...	334	FE	99.00 <i>H</i>
	2010	rpdgZkUXPT...	Academy of Richmond Count...	651	FE	0.00 <i>H</i>
	2010	MPfmR92AY...	Epson America, Inc.	851320 APPLICATION SUP...	FE	1.00 <i>H</i>
	2010	L3GqBumC5l...	Epson America, Inc.	10	FE	1.00 <i>H</i>
	2010	sf29LJ2sd9...	Epson America, Inc.	6030 PROFESSIONAL FE...	FE	1.00 <i>H</i>
	2010	sf29LJ2sd9...	Epson America, Inc.	6030 PROFESSIONAL FE...	FE	1.00 <i>H</i>
	2010	daXThxwigm...	U S Postmaster		FE	1.00 <i>H</i>
	2011	p1k6tS0evA...	U S Postmaster	2344	E	0.00 <i>H</i>
	2011	UV7MZZ1Ra...	U S Postmaster	43wr	F	0.00 <i>H</i>
<b>Grand Total:</b>						<b>105.00</b>

The following screenshot shows an invalid fiscal year.

Transparency in Government Act (TIGA) Today's Date is: August 20, 2010  
 Payments and Obligation Submission Open.Georgia.gov

Home Upload Data Edit / View Payments Edit / View Obligations Edit / View Contacts Confirmation Help Exit

Entity: AUDITS AND ACCOUNTS, DEPA...(404) Submission Period: 2010

**Edit/View Payments**

Please review your payment information and make any necessary corrections. The FEI has been encrypted for your protection and can be viewed by providing the secure passphrase used to upload the data. At any time you can click the lock icon above to enter in the passphrase.

Active/Removed Filter: Active

Vendor Name: SCOA: Error Category:

Add Delete All

One item found.

Status	FY	FEI#	Vendor Name	SCOA	Funding	Payment Amt
	2011	BOTNWQ8in...	Education System	652003	3RD PARTY EXPEN...	250.00
<b>Grand Total:</b>						<b>250.00</b>

Invalid Fiscal Year  
 All valid records  
 All invalid records

### Edit Payment

Press the Edit icon to edit a record. Then click Save, when you have made your changes.

Transparency in Government Act (TIGA) Today's Date is: August 19, 2010  
 Payments and Obligation Submission Open.Georgia.gov

Home Upload Data Edit / View Payments Edit / View Obligations Edit / View Contacts Confirmation Help Exit

Entity: AUDITS AND ACCOUNTS, DEPA...(404) Submission Period: 2010

Back To Browse

**Edit Payment**

\*Required Fields

\*Fiscal Year: 2010

\*FEI#: CIGH5PjQFas=

\*Vendor Name: Academy of Richmond County

\*Payment Amount: 99.00

\*SCOA: BUS DRIVER PHYSICALS (33400)

Funding Source: FE

## Add Payment

To add a new record, you must first enter your passphrase if the passphrase icon is showing a locked status. This will unencrypt your data for viewing.



Transparency in Government Act (TIGA) Today's Date is: August 19, 2010  
Payments and Obligation Submission Open.Georgia.gov

Home Upload Data Edit / View Payments Edit / View Obligations Edit / View Contacts Confirmation Help Exit

Entity: AUDITS AND ACCOUNTS, DEPA...(404) Submission Period: 2010

**Edit/View Payments**

Please review your payment information and make any necessary corrections. The FEI has been encrypted for your protection and can be viewed by providing the secure passphrase used to upload the data. At any time you can click the lock icon above to enter in the passphrase.

Active/Removed Filter: Active

Vendor Name: SCOA:

No Payments Available.

## Delete Payment

Use the red **X** - to delete a record. You must choose from the dropdown box a reason why you are removing the record. Reasons for removal may be because of confidentiality or a duplicate record, for example.

Transparency in Government Act (TIGA)
Today's Date is: August 19, 2010

Payments and Obligation Submission
Open.Georgia.gov

Home
Upload Data
Edit / View Payments
Edit / View Obligations
Edit / View Contacts
Confirmation
Help
Exit

Entity: AUDITS AND ACCOUNTS, DEPA...(404) Submission Period: 2010

**Edit/View Payments**

Please review your payment information and make any necessary corrections. The FEI has been encrypted for your protection and can be viewed by providing the secure passphrase used to upload the data. At any time you can click the lock icon above to enter in the passphrase.

Active/Removed Filter: Active

Vendor Name: 
SCOA: 
Error Category: — All —
Apply Filter Clear

Add
 Delete All

10 items found, displaying all items.

	Status	FY	FEI#	Vendor Name	SCOA	Description	Funding	Payment Amt	
				Select Delete Reason:					
				Confidentiality reasons					
				Confidentiality reasons					
				Duplicate Record					
				Other					
				US DRIVER PHYS...			FE	99.00	
				CONSULTANT			FE	0.00	
		2010	MPfmvR92		851320	APPLICATION SUP...	FE	1.00	
		2010	L3GqBumC5l...	Epson America, Inc.	10		FE	1.00	
		2010	sf29LJ2sd9	Epson America, Inc.	6030	PROFESSIONAL FE...	FE	1.00	
		2010	sf29LJ2sd9...	Epson America, Inc.	6030	PROFESSIONAL FE...	FE	1.00	
		2010	sf29LJ2sd9...	Epson America, Inc.	6030	PROFESSIONAL FE...	FE	1.00	
		2010	daXThxwigm...	U S Postmaster			FE	1.00	
		2011	p1k6tS0evA...	U S Postmaster	2344		E	0.00	
		2011	UV7MZZ1Ra...	U S Postmaster	43wr		F	0.00	
<b>Grand Total:</b>								<b>105.00</b>	

## History

Click the  icon to view a history of changes related to the payment. Each change is marked with the date and time of the update and the user who made the change.

Transparency in Government Act (TIGA)
Today's Date is: August 19, 2010

Payments and Obligation Submission
Open.Georgia.gov

Home Upload Data Edit / View Payments Edit / View Obligations Edit / View Contacts Confirmation Help Exit

Entity: AUDITS AND ACCOUNTS, DEPA... (404)  Submission Period: 2010

### View Payment History

- Current Record.  
7 items found, displaying all items.

Status	FY	FEI#	Vendor Name	Payment Amt	SCOA	Description	Funding	Active	Updated Date	Updated By
	2010	CfGH5RJQFa...	Academy of Richm...	1.00	33400	BUS DRIVER PHYS...	FE	YES	16/08/2010 09:49:53	Ramu, Eppakaya
	2010	CfGH5RJQFa...	Academy of Richm...	1.00	33400	BUS DRIVER PHYS...	FE	YES	17/08/2010 15:00:01	Venu, Sriramagiri
	2010	gns6MCDwcz...	Academy of Richm...	1.00	3		SE	YES	11/08/2010 13:52:43	s, s
	2010	gns6MCDwcz...	Academy of Richm...	1.00	3		SE	YES	12/08/2010 09:49:40	Ramu, Eppakaya
	2010	CfGH5RJQFa...	Academy of Richm...	1.00	33400	BUS DRIVER PHYS...	FE	YES	16/08/2010 09:49:42	Ramu, Eppakaya
	2010	CfGH5RJQFa...	Academy of Richm...	99.00	33400	BUS DRIVER PHYS...	FE	YES	17/08/2010 14:59:57	Venu, Sriramagiri
	2010	gns6MCDwcz...	Academy of Richm...	1.00	3		SE	NO	11/08/2010 15:36:20	Ramu, Eppakaya
	2010	CfGH5RJQFa...	Academy of Richmond Count...	99.00	33400	BUS DRIVER PHYS...	FE	YES	17/08/2010 14:59:57	Venu, Sriramagiri

Close

## Edit/View Obligations

The Edit/View Obligations works the same way that Edit/View Payments. Note: If you do not have an option to submit obligations, that means that you are not required to submit obligations because you are not an appropriated entity.

Entity: AUDITS AND ACCOUNTS, DEPA...(404) Submission Period: 2010

**Edit/View Obligations**

Please review your obligation information and make any necessary corrections. The FEI has been encrypted for your protection and can be viewed by providing the secure passphrase used to upload the data. At any time you can click the lock icon above to enter in the passphrase.

Active/Removed Filter: Active

Vendor Name: Error Category: All Apply Filter Clear

Add Delete All

4 items found, displaying all items.

Status	Fiscal Year	FEI#	Vendor Name	Obligation Amount
Invalid	2010	LTOPRsy10nA=	abc	11.00
Invalid	2010	LTOPRsy10nA=	fsada	123.00
Invalid	2010	zq3j6PhTPAITp8Xm...	IBM	32.00
Invalid	2010	mG7wW4LjelKIZ5E+...	IT TECH	12.00
<b>Grand Total:</b>				<b>178.00</b>

- **Edit** - edit the record
- **X - Remove record**. You must state the reason for which you are removing the record. Reasons for removal may be because of confidentiality, or a duplicate record.
- **Status** - green flag means valid record, red flag means invalid
- **History** - a history of all changes.
- **Delete All Obligations** - Delete All removes all data for resubmission
- **Active / Removed filter** – Choose active to see all active records. Choose Removed to see all payments that have been removed.

## Edit and View Contacts

Please add and/or review your contact information listed in this section. The 1<sup>st</sup> contact section is a list of contacts at your organization that you would like to receive correspondence about this particular process. The 2<sup>nd</sup> contact section will be used for the general public to contact with any questions regarding your entity's information that will be published on Open.Georgia.gov. This contact information is only shared with the State of Georgia Call Center and is not published on the internet.

**Transparency in Government Act (TIGA)** Today's Date is: August 19, 2010

**Payments and Obligation Submission** Open.Georgia.gov

Home Upload Data Edit / View Payments Edit / View Obligations **Edit / View Contacts** Confirmation Help Exit

Entity: AUDITS AND ACCOUNTS, DEPA...(404) Submission Period: 2010

### List of Contact(s) For Official Correspondence

Please verify or enter the official contact at your agency for electronic letters and information regarding this process from the Department of Audits and Accounts. You can list as many individuals as you would like. (Please note a contact is required for each file type.)

Add

One item found.

	Name	Designation /Title	Phone Number	E-Mail	Contact Type
	John Doe	Accounting Manager	404-123-1234	doe@abc.ga.gov	Payment & Obligation

### List of Contact(s) to Answer the Public's Questions

Please add or verify the contact information. Contact(s) will be responsible for responding to calls or emails from the public regarding your organization's Payment/Obligation information. (Please note a contact is required for each file type.)

Add

One item found.

	Name	Designation /Title	Phone Number	E-Mail	Contact Type
	John Doe	Accounting Manager	404-123-1234	doe@abc.ga.gov	Payment & Obligation

## Add Contact

First choose the contact type. You need to have a contact for each file type. If the same person is responsible for both payments and obligations, you can choose Contact Type of *Payments and Obligations*. Please check the appropriate box at the bottom. Please note that the same person may be listed for both Public Inquiry and Official Correspondence if desired.

**Transparency in Government Act (TIGA)** Today's Date is: August 19, 2010

**Payments and Obligation Submission** Open.Georgia.gov

Home Upload Data Edit / View Payments Edit / View Obligations Edit / View Contacts Confirmation Help Exit

Entity: AUDITS AND ACCOUNTS, DEPA...(404) Submission Period: 2010

Please add a contact for both the Official Correspondence and for the Public Inquiry sections below. The individual(s) listed for the Official Correspondence will receive communications and updates about the submission process regarding the Transparency in Government Act (TIGA). You must also have a public inquiry contact who can answer questions from the public about the information published on Open GA. This contact will be shared with the State's call center to better direct constituent questions.

Back To Browse

### Add Contact

\*Required Fields

\* **Contact Type:**

\* **Full Name:**  format: First Name Last Name

\* **Designation /Title:**

\* **Phone Number:**  format: xxx-xxx-xxxx

\* **E-Mail:**  format: abc123@sdfas.com

Public Inquiry Contact(s) should be able to answer questions from the public about the information published on Open GA

Official Correspondence contact(s) will receive communications and updates about the submission process

## Data Confirmation

Each organization must confirm each file type. You can also confirm both file types at one time by pressing the **Confirm All** button. If an organization does not confirm their data, your organization's payment and obligation information will not be included for disclosure on the [www.Open.Georgia.gov](http://www.Open.Georgia.gov) website, and the organization will be listed on the website as being **non-compliant with the Transparency in Government Act**.

The screenshot shows the 'Data Confirmation' step of the submission process. The header includes 'Transparency in Government Act (TIGA)' and 'Today's Date is: August 19, 2010'. The page title is 'Payments and Obligation Submission' and the URL is 'Open.Georgia.gov'. The navigation menu includes 'Home', 'Upload Data', 'Edit / View Payments', 'Edit / View Obligations', 'Edit / View Contacts', 'Confirmation', 'Help', and 'Exit'. The entity is 'AUDITS AND ACCOUNTS, DEPA...(404)' and the submission period is '2010'. A blue box contains the following text: 'I hereby certify that this data submission accurately represents the information recorded in my organization's accounting system with regard to the reporting requirements set forth in the Official Code of Georgia Annotated (O.C.G.A.), Section 50-6-32. I further certify that all confidential information has been redacted from this data submission in accordance with O.C.G.A. 50-6-32 (f). I understand that this information excluding the FE/SS# will be made public on Open.Georgia.gov on January 1st of each year and that my organization is responsible for responding to inquiries from interested parties concerning this information.'

2 File Types found, displaying all File Types.

File Type	Total Amount	Status	
Payment	105.00	STARTED	<a href="#">Confirm</a>
Obligation	178.00	STARTED	<a href="#">Confirm</a>

[Confirm All](#) To Submit all file types with a single click

## Status

Once you are finished, you will receive the following message:

The screenshot shows the 'Status' confirmation message. The header includes 'Transparency in Government Act (TIGA)' and 'Today's Date is: August 20, 2010'. The page title is 'Payments and Obligation Submission' and the URL is 'Open.Georgia.gov'. The navigation menu includes 'Home', 'Upload Data', 'Edit / View Payments', 'Edit / View Obligations', 'Edit / View Contacts', 'Confirmation', 'Help', and 'Exit'. The entity is 'AUDITS AND ACCOUNTS, DEPA...(404)' and the submission period is '2010'. A yellow box contains the following text: 'Thanks for confirming your information! Your information will be published per TIGA requirements on Open.Georgia.gov'. Below this, the 'Data Confirmation' section is repeated, including the same certification text and table as above. The status for both 'Payment' and 'Obligation' is now 'CONFIRMED'. A red box highlights the 'Status' column in the table.

2 File Types found, displaying all File Types.

File Type	Total Amount	Status	
Payment	250.00	CONFIRMED	
Obligation	200.00	CONFIRMED	

[Confirm All](#) To Submit all file types with a single click

If you go back to the home page you will see that all steps have been completed.

Transparency in Government Act (TIGA) Today's Date is: August 19, 2010  
Payments and Obligation Submission Open.Georgia.gov

Home Upload Data Edit / View Payments Edit / View Obligations Edit / View Contacts Confirmation Help Exit

Entity: AUDITS AND ACCOUNTS, DEPA...(404) Submission Period: 2010

Below are the steps to complete for the submission process

Upload Files	✓
Review Payment Records	✓
Review Obligation Records	✓
Review/Add contact information	✓
Confirm Files	✓
Current Action Requested:	✓ You're Done!