



Banking Services for Universities

Frequently Asked Questions

1. What banking services does Treasury offer to universities?

Per ORS 352.135(3), certain public universities and related entities may contract with Treasury for a variety of banking services (categorized as Core Services, Elective Core Services, and Supplementary Services). Below is a list of currently contracted services (varies by university/related entity)

Core Services

- ▲ Participation in the Oregon Short Term Fund (OSTF) and other designated investment funds
- ▲ Depository Services, including Returned Check Management
- ▲ Account Maintenance and Information Reporting
- ▲ Domestic Wire Transfer services
- ▲ Account transfers between university accounts at Treasury
- ▲ Account transfers between university accounts and agency accounts at Treasury

Elective Core Services

- ▲ Paper-based disbursements (drafts/checks/warrants), including redeemed check images, stop payment, fraud assistance, positive pay, reverse positive pay, and payee positive pay
- ▲ Automated Clearing House (ACH)
- ▲ Foreign Wires
- ▲ Cash Vault Services
- ▲ Foreign Currency Forward Contracts
- ▲ E-Payments Routing Directory

Supplementary Services

- ▲ E-Payment Service
- ▲ Merchant Card Services
- ▲ On-site Electronic Deposit

2. Are universities allowed to open/maintain bank accounts at financial institutions other than Treasury?

Yes, universities are allowed to open/maintain bank accounts at financial institutions other than Treasury. When opening/maintaining such bank



accounts, universities are responsible for ensuring compliance with all applicable laws including ORS chapter 352.

3. Are universities allowed to obtain cash management services from third party vendors?

Yes, universities are allowed to obtain cash management service from third party vendors, subject to certain requirements and limitations. Treasury Banking Agreements provide Treasury the right to approve or disapprove of third party vendors that provide for the establishment of accounts in, transfer of funds through, or deposit or investment of moneys in Treasury. Treasury conducts reviews of proposed third party vendors in accordance with Treasury policy FIN 214. Third party vendors must comply with Oregon Public Funds Law (ORS chapter 295), relevant industry standards and regulations, relevant Treasury operating policies, and any security, interface, or depository requirements for the cash management services to be provided. See questions 4 and 5 regarding merchant card services and processing.

4. Are universities allowed to use Treasury's Merchant Card Services and enter into a like agreement directly with a provider of merchant card services?

No, Treasury Banking Agreements prohibit universities from using Treasury's Merchant Card Services *and* entering into a like agreement directly with a provider of merchant card services (*i.e.*, an acquirer or re-seller of acquirer services). Universities must choose between using Treasury's Merchant Card Services exclusively or merchant card services provided by other entities. See question 5 regarding ancillary processing of merchant card transactions by third party vendors.

5. Are universities allowed to obtain cash management services that include ancillary processing of merchant card transactions from third party vendors?

Yes. While universities may be prohibited from contracting directly with providers of merchant card services (*i.e.*, acquirers or re-sellers of acquirer services)(see question 4), universities are allowed to contract with third party vendors for cash management services that include ancillary processing of merchant card transactions.

If a third party vendor uses U.S. Bank/Elavon as the acquirer for related transactions, a university may request a state-issued merchant ID for use by the third party vendor (funds will settle to the university's account(s) at Treasury).

- ▲ Treasury will conduct a review of the proposed third party vendor.
- ▲ The third party vendor must comply with all Treasury policies and procedures (including compliance with ORS chapter 295).

If a third party vendor uses an acquirer other than U.S. Bank/Elavon for related transactions, a university cannot request a state-issued merchant ID for use by the third party vendor (funds will not settle to the university's account(s) at Treasury).

- ▲ Treasury will *not* conduct a review of the proposed third party vendor.
- ▲ The third party vendor is *not* subject to Treasury policies and procedures.
- ▲ Following settlement, funds may be transferred from an external bank account to a university's account(s) at Treasury.

6. What is Safe-T Solo?

Safe-T Solo is an *optional* security service available for eligible card processing devices purchased from U.S. Bank/Elavon. The service provides encryption and tokenization of cardholder data starting at the point of sale. *Encryption* scrambles cardholder data to make it unreadable without the proper decryption key. *Tokenization* replaces a credit or debit card account number with a randomized numerical value (“token”) that is transmitted instead of the credit or debit card account number. Safe-T Solo costs \$0.02 per transaction and includes *optional* access to PCI Compliance Manager at no additional cost. *Note: Treasury Banking Agreements require universities to separately obtain the services of a Qualified Security Assessor (QSA) to assess and ensure adherence to the PCI DSS. Safe-T Solo can reduce the scope of a university's annual PCI DSS Self-Assessment Questionnaire (SAQ) but does not relieve a university of the requirement to obtain the services of a QSA.*

Eligible Devices

- ▲ Tetra Desk 3500 (D3500), Tetra Desk 5000 (D500U)
- ▲ Ingenico Move 5000 4G (M500U), Ingenico Move 5000 BT (M5UBT)
- ▲ Poynt (POYNT), Poynt 5 (PYT5), Poynt 3G (PYT3G)
**(Poynt devices require the use of Safe T Solo)*
- ▲ Converge ICMP (CICMP), Converge 457C (RM457)

7. What is PCI Compliance Manager?

PCI Compliance Manager is the *optional* PCI DSS validation service available from U.S. Bank/Elavon. The service supports the completion of annual PCI DSS Self-Assessment Questionnaires and quarterly vulnerability scans (if applicable). PCI Compliance Manager is available at two tiers of service: Basic and Plus. *Basic* provides users a self-service portal with access to live support. *Plus* provides specialist team support that guides users every step of the way. PCI Compliance Manager Basic costs \$10 per month per merchant ID and PCI Compliance Manager Plus costs \$15 per month per merchant ID. *Note: Treasury Banking Agreements require universities to separately obtain the services of a Qualified Security Assessor (QSA) to assess and ensure adherence to the PCI DSS. Treasury recommends that universities consult with their QSAs regarding the use of PCI Compliance Manager.*

8. What are the positive pay options available for paper-based disbursements?

Reverse Positive Pay is a default service that requires university staff to review checks presented for payment and determine whether to pay, return, or adjust a check. *Positive Pay* is an *optional* service where a university provides a daily file containing certain data elements for each issued check. Any check attempting to clear that does not match the data included in the file will be flagged for university staff to review and determine whether to pay, return, or adjust the check. *Payee Positive Pay* is an *optional* service that adds payee name to the issue file. *Treasury currently does not charge agencies for positive pay services but may decide to at a later date.*

9. Who do I contact if I have questions about Treasury banking services?

If you have questions about Treasury banking services, contact your designated Treasury Customer Solutions Analyst or e-mail customer.solutions@ost.state.or.us.