



**Master Services Agreements for Electronic Payments**

Policy Area: <b>eCommerce</b>	Effective Date: <b>10/01/2005</b>
Policy Sub Area: <b>NA</b>	Last Revision Date: <b>6/29/2015</b>
Authority: <b>G.S. 143B-426.39(1) and (5); G.S. 147-86.11(a); G.S. 147-86.22(b); Chapter 66, Article 11A (G.S. 66-58.1 through 66-58.19 and G.S. 66-58.12</b>	Policy Owner/Division: <b>Statewide Accounting</b>

**Policy**

The Office of the State Controller (OSC), in concurrence with the State Treasurer, shall select a service provider to provide merchant card services to eligible participants, and shall select a service provider to provide electronic funds transfer financial services to eligible participants. The following practices will be adhered to:

- The procurement of both service providers will be in accordance with the requirements of the Office of Information Technology Services.
- All entities that are subject to OSC's control pursuant to the Cash Management Law (G.S. 147-86.10-11), and utilize electronic payments, will be required to participate in the respective MSA provided by the OSC.
- General Statute cite G.S. 143B-426.40G(a) revision July 1, 2007. General Statute cite G.S. 143B-426.40G(a) revision July 1, 2007.
- A State entity may be exempted from participating in the Master Service Agreements MSA(s) if it provides OSC a suitable business case for exemption, in which case the entity may secure services on its own, provided it adheres to all applicable procurement requirements.
- Community Colleges, Local Education Agencies, and Clerks of Superior Court may use the MSA(s) on a voluntary basis, taking into consideration the banking needs for their non-State funds.
- Local governmental entities may participate in the MSA(s) on a strictly voluntarily basis.
- The costs of the services secured through the MSA(s) by local governmental entities shall be paid by the local governmental entities.
- The costs of the services secured through the MSA(s) by State related agencies shall be paid for by the agency, unless the Department of State Treasurer (DST) agrees to pay for the services, as deemed advantageous to the State's General Fund.
- Agencies requiring a gateway service in order to participate in the MSA(s) may select either a gateway service provided under the Merchant Card MSA or secure a gateway service of its choosing, provided it acquires approval from OSC and adheres to all applicable procurement requirements.
- All participants in the MSA(s) must adhere to all applicable policies promulgated by the State Controller pertaining to Electronic Commerce.

**Procedures**

NA

**Accounting Guidance**

NA

**Related Documents (Memos/Forms)**

NA

**Revision History**

Date	Description
6/29/15	Updated