a. Balance-control the number of records in the batch to
the count in the text header.

b. Balance-control the sum of the individual CPN records
in the batch to the totals in the text header. For this balancing,
collected and disbursed amounts are defined as follows:

(1) Collected Amount – the sum of the PV2 Net Paid/
Collected Amount with a Contract Fund Reporting Transaction code C,
plus the PV3 deducted amounts with a Plus/Minus code M.

(2) Disbursed Amount – the sum of the PV2 Gross Amount
with a Contract Fund Reporting Transaction code D, plus the PV3
deducted amounts with a Plus/Minus code P.

c. Produce a "flash" report of the daily financial actions
since, normally, only one batch of new CPNS will be transmitted each
day to each accounting point.

d. Ascertain if all batches of CPNS have been received by
checking for an unbroken sequence of batch serial numbers.

e. Relate CPNS to the proper Text Header Record (by use of
the batch sequence code).

f. Notify each CPN recipient of the last transmission for
the month.

3. A Text Header Record will be prepared for transmission of
duplicate or missing CPNS from a previously transmitted batch. The
header record will contain the batch serial number of the original
batch. The Batch Sequence code will not necessarily be the same
code as contained in the original batch. They will not be combined
with other CPNS in current daily batches.

4. For the Text Header Records being prepared for the last
transmission of CPNS for the month, a code F will be entered in
position 80 to indicate that this is the final report. For those
accounting stations which are not receiving CPNS on the last
transmission, but have been transmitted CPNS during the accounting
month, a dummy end of month (EOM) Text Header Record will be
prepared and transmitted concurrently with the last day's batch
which shows the last Batch Serial Number transmitted to a particular
CPN recipient and a code F in position 80, with positions 46-79 left
blank.
J. RECIPIENTS OF PAYMENT NOTICES

1. CPNS shall be sent to the following addresses based on the department identity codes in the appropriation being expended:

<table>
<thead>
<tr>
<th>Appropriation Department Identity</th>
<th>Transmit To</th>
</tr>
</thead>
<tbody>
<tr>
<td>Code 21, and any code 97 bearing limitation/subhead 0100 or 1301</td>
<td>Accounting station shown in contract or abstract.</td>
</tr>
<tr>
<td>Code 17, and any code 97 bearing limitation/subhead 0400 or 0500 or 1304</td>
<td>The activity indicated in the contract responsible for keeping the accounting records.</td>
</tr>
<tr>
<td>Any code 97 bearing limitation/subhead in the 5100 series (DLA)</td>
<td>Accounting station shown in the contract or abstract.</td>
</tr>
</tbody>
</table>

2. Transmission of payment data by the CAO to activities other than those shown above is not sanctioned. It is the responsibility of the designated accounting point to supply such data to those activities having a valid requirement.