

eFITS Frequently Asked Questions

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1. What is eFITS?

The Electronic Fiscal Input Transaction System (eFITS) is a system that transfers data from a web environment to the State Controller's Office (SCO) Fiscal System. The agencies create documents on-line in eFITS then the information is transferred daily and posted to the SCO Fiscal System.

2. What are the required resources for eFITS?

- Personal Computer
- Internet Access
- Government Email Account
- SCO eFITS Web Application Access
- A minimum of two individuals from each agency. Two roles must be established: An approver and a creator (see #5).
- Microsoft Edge or Google Chrome Browser

3. What is a TC-47?

A Transaction Code (TC) 47 is a transaction that identifies a transfer of funds from an agency bank account to a state fund and is recorded on a Report to State Controller of Remittance to State Account (Form CA 21A). The TC-47 transfer identifies what accounts the receipt will be posted to in the SCO Fiscal System.

4. What is the cost for using eFITS?

There are no costs to use eFITS. The following costs are required to implement eFITS:

- Internet Access

5. What can the Creator and Approver do?

| Role | Create a TC-47? | Create a Template? | Create a TC-47 Using a Template? | Approve a TC-47? | Approve Own Document? | Edit a TC-47? | Recall a TC-47? | Recall Own Document? | Return a TC-47? | Return Own Document? |
|----------|-----------------|--------------------|----------------------------------|------------------|-----------------------|---------------|-----------------|----------------------|-----------------|----------------------|
| Creator | Yes | Yes | Yes | No | No | Yes | No | No | No | No |
| Approver | No | No | No | Yes | No | No | Yes | N/A | Yes | N/A |

6. How do I obtain access to eFITS?

E-mail the SCO, State Accounting and Reporting Division (SARD) at: SARDEchSupport@sco.ca.gov. Request the Fiscal System Access Request form (FSAR-1).

7. How do I reset or change my password if I forget it?

Call SCO, SARD at (916) 324-6716, select option 6.

8. How do I submit a TC-47 if eFITS is down?

When experiencing technical difficulties with eFITS, e-mail the SCO, SARD at: SARDEchSupport@sco.ca.gov.

If eFITS is not available, a TC-47 cannot be submitted. A TC-30, Report to State Controller of Remittance to State Treasurer (Form CA 21), with a check attached can be submitted to the State Treasurer's Office (STO), e-mail the STO at: CTSMD_In_Out_Wires@treasurer.ca.gov.