

Representative Payee System (RPS) / Direct Deposit: Screen Package

Table of Contents

- [1. Representative Payee Data Selection Menu \(RPDU\)](#) Error! Bookmark not defined.
- [2. Representative Payee Direct Deposit Screen \(RPDD\)](#) Error! Bookmark not defined.
- [3. Representative Payee Direct Deposit Application Screen \(RPDA\)](#) Error! Bookmark not defined.
- [4. Representative Payee Direct Deposit Update Screen \(RDDU\)](#) Error! Bookmark not defined.
- [5. Representative Payee Direct Deposit Approval Screen \(RDDA\)](#) 6

RPDA

RPAY DIRECT DEPOSIT APPLICATION RPDA
TRANSFER TO: XXXX
RP: SSS-SS-SSS SSSSS SSSSSSSSSSS BN: SSS-SS-SSSSS SSSSSSSSSSS

[\[1-M\]](#)

DIRECT DEPOSIT ROUTING AND TRANSIT NUMBER: 999999999

[\[2-M\]](#)

TYPE OF ACCOUNT: S C-CHECKING S-SAVINGS

[\[3-M\]](#)

ACCOUNT NUMBER: XXXXXXXXXXXXXXXXXXXX

[\[4-M\]](#)

CHOOSE FOR THE ENTITLEMENT LISTED BELOW: X

1. THE ABOVE DIRECT DEPOSIT DATA APPLIES
2. OTHER DIRECT DEPOSIT DATA APPLIES
3. DIRECT DEPOSIT DATA DOES NOT APPLY

[\[5-D\]](#)

[\[6-D\]](#)

[\[7-D\]](#)

[\[8-M\]](#)

[\[9-D\]](#)

ACCOUNT NUMBER	BIC/ID	TITLE	2/16	CHOICE	SELECTION STATUS
SSSSSSSSSS	SSS	SS	X	SS	
SSSSSSSSSS	SSS	SS	X	SS	
SSSSSSSSSS	SSS	SS	X	SS	
SSSSSSSSSS	SSS	SS	X	SS	

[\[10-C\]](#)

MORE (Y/N): P

RPDA collect the necessary direct deposit information for the beneficiary/recipient during the application process, direct deposit routing and routing transaction number, deposit payment code, depositor account number

RDDU

RPAY PF1=HELP REPRESENTATIVE PAYEE DIRECT DEPOSIT UPDATE RDDU
RP: SSS-SS-SSSS SSSSS SSSSSSSSSSS

[\[1-M\]](#)

ENTER OPTION TO VIEW BENEFICIARIES: 9

1. WITH NO BANK INFORMATION
2. UNDER SPECIFIC BANK INFORMATION
3. ALL ASSOCIATED BENEFICIARIES

FOR OPTION 2, ENTER THE OLD BANK INFORMATION

OLD BANK INFORMATION

[\[2-C\]](#)

TYPE OF ACCOUNT: X C: CHECKING S: SAVINGS

[\[3-C\]](#)

ACCOUNT NUMBER: XXXXXXXXXXXXXXXXX

[\[4-C\]](#)

DIRECT DEPOSIT ROUTING AND TRANSIT NUMBER: 999999999

ENTER NEW BANK INFORMATION:

[\[5-M\]](#)

TYPE OF ACCOUNT: X C: CHECKING S: SAVINGS

[\[6-M\]](#)

ACCOUNT NUMBER: XXXXXXXXXXXXXXXXX

[\[7-M\]](#)

DIRECT DEPOSIT ROUTING AND TRANSIT NUMBER: 999999999

[\[8-M\]](#)

INDICATE ORDER OF LIST OF BENEFICIARIES: 9

1. ALPHABETICAL
2. ACCOUNT NUMBER
3. BOAN

NOTE: THE NEW BANK INFORMATION WILL BE UPDATED TO THE MBR/SSR!

[\[9-C\]](#)

NEXT PAGE: X

Representative Payee Direct Deposit Update (RDDU) is used to update Direct Deposit account information for individual or organizational representative payees. Direct deposit routing and routing transaction number, deposit payment code, depositor account number are collected.

RDDA

RPAY REPRESENTATIVE PAYEE DIRECT DEPOSIT APPROVAL RDDA
RP: SSS-SS-SSSS SSSSS SSSSSSSSSSS

[\[1-M\]](#)

MANAGEMENT AUTHORIZATION APPROVAL: X

1. DIRECT DEPOSIT CHANGE

Representative Payee Direct Deposit Approval (RDDA) allows management approval for changes in direct deposit data when the change affects more than 50 beneficiaries with the same representative payee.