

December 4, 2015

**Reminder - Revisions to Operating Circular 2 and Cash Services Manual of Procedures
Effective January 4, 2016**

As a reminder, effective January 4, 2016, the Federal Reserve Banks are amending Operating Circular 2 (OC-2) *Cash Services* and the Cash Services Manual of Procedures (CSMOP). As amended, OC-2 and CSMOP will require depository institutions (DIs) engaged in international currency activity (i.e., obtaining currency for shipment between a physical location inside the United States and a physical location outside the United States) to consult with their Administrative Reserve Bank (ARB) about applicable requirements, including whether they must enter into a contract with a Reserve Bank relating to this activity.

Additionally, certain updates to OC-2 and CSMOP apply to domestic cash services and will bring procedures, terms and definitions up to date and align procedural requirements of the Federal Reserve Banks with those of the Bureau of Engraving and Printing and the United States Mint.

Other updates include:

- Third Party Arrangements
 - Added the Coin Exchange Program as a potential option for coin distribution in specific markets
- Depositing Procedures
 - Clarified requirements for deposit packaging and depositing contaminated currency
- Handling Differences in Cash
 - Extended the timeframe to file coin difference claims from 15 to 20 business days
 - Revised language on the Federal Reserve's notification to DIs of deposit differences, to accommodate for the new Deposit Difference Report functionality in the FedLine Web[®] access solution

Detailed Summary of Changes

To help DIs prepare for the changes in the OC-2 and CSMOP, revised versions of both documents and a complete summary of changes are now available for review at the [Operating Circulars](#) page on FRBservices.org.

Revisions to the OC-2 and CSMOP will be effective January 4, 2016. Your continued use of FedCash[®] Services on or after the effective date of January 4, 2016 will constitute agreement to the terms in both the OC-2 and CSMOP. For this reason, it is important that you review the changes and plan for any operational impact prior to January 4, 2016 to ensure your continued compliance.

To ensure compliance with new or revised depositing procedures, the [Deposit Visual Reference Guide](#) is being updated to reflect the OC-2 and CSMOP changes and will be available soon.

For questions, please contact your local FedCash Services representative using contact information [here](#). Additional information regarding FedCash Services can be found [here](#).