**Section 735.300 Treasurer Responsibilities**

a) The Treasurer will procure and designate a credit/debit card and electronic check payment processing vendor to provide electronic payment services via point-of-sale, internet and telephone for the E-Pay Program. This shall include the acceptance of major credit/debit card providers and E-checks for all participants.

b) Pursuant to PCI Data Security Standards, the E-Pay Program will comply with operational and technical requirements for accepting or processing payment transactions, and for software developers and manufacturers of applications and devices used in those transactions.

c) The Treasurer is responsible for the administration of the E-Pay Program and will perform the following:

1) Review the eligibility of public agencies prior to enrollment;

2) Establish enrollment, quality control, and maintenance requirements and processes;

3) Establish terms and conditions;

4) Establish customer service processes;

5) Procure any necessary services administered through the E-Pay Program;

6) Retain documents in compliance with the State Records Act [5 ILCS 160] and the State Records Commission administrative rules (44 Ill. Adm. Code 4400);

7) Respond to waiver requests for a State agency’s required participation in the E-Pay Program in accordance with Section 735.420; and

8) Other tasks necessary to administer the E-Pay Program.

(Source: Amended at 46 Ill. Reg. 19013, effective November 10, 2022)