

**USACE FINANCE CENTER  
BIWEEKLY REPORT  
PERIOD ENDING 6 SEPTEMBER 2002**

**I. CEFMS:**

a. In response from a request from Col. Fritz, Jr., Deputy Chief of Staff, Operations, during this reporting period, we developed CEFMS queries and a process for the automation of a Corps-wide report for determining personnel on OCONUS travel. The report is used for periodic briefing to the Command Staff on the locations where Corps employees are on official travel in various OCONUS locations. We received a very nice Thank You Note from Col. Fritz explaining the resources that will be saved with the new automated process.

b. We are continuing to develop the P2/CEFMS interface routines involving work items, funding, labor burden rates, organization codes, purchase requests and cost data. We have successfully completed and tested the CEFMS portion of the work item interface functionality.

c. We tested and released major enhancements to addition and betterment place/status review screens. The enhancements included changes to allow users to enter an A&B placed in service date that is different from the date the transaction was actually recorded; a new functionality to allow users to "drill down" to obtain cost detail data for both construction-in-progress (CIP) and capitalized costs (CAP); new fields to show data associated with employees who processed the placed-in-service transaction; and improvements to the audit trail.

d. We tested and released a system change to allow for construction-in-progress to expense transfer transactions for non-asset work items. Prior to the change, users were required to temporarily reclassify non-asset work items to asset work items before allowing the transfers to be processed.

e. We completed the OMB Exhibit 300 documentation for CEFMS. This documentation provides budget justification and meets reporting requirements for CEFMS, as a Federal capital asset. The Systems Directorate worked with the UFC Resource Management Officer and applicable POCs in the HQUSACE Information Management Directorate.

f. We actively participated in a two-day meeting at HECSA with HQUSACE Manpower representatives and representatives from USACE activities to identify required changes to the CEFMS Manpower Module's crosswalk table. This table identifies how manpower will be reported to the Department of Army. Other issues such as year-end closing actions, HQUSACE guidance field for entering data on customer orders, and the adequacy of current reports for preparing the POM were also discussed.

g. We released a new CEFMS report that allows USACE activities to monitor the execution of direct labor charges that generate G&A and Departmental Overhead income. The report compares budgeted and actual execution and displays differences by month. The report will help USACE activities analyze why G&A or Departmental Overhead accounts have significant gain or loss balances during the year.

h. We revised the CEFMS cost share programming to permit a federal government activity to be a sponsor on a cost share project. This functionality was requested by Jacksonville District for a cost share project, which included the Department of Interior as one of the sponsors of the cost share project.

i. We completed the 2002 Year-End Closing Users' Manual. The manual is available on the CEFMS website.

## **II. PROBLEM REPORTS/IMBALANCES:**

a. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	867	793
Priority #1 Problem Reports	74	76
GUI Relate	1	1

Received 384 new problem reports and completed 310 problem reports.

b. Database Imbalances on our 61 Production Sites:

# of Imbalances	<u>This Report</u>	<u>Last Report</u>
None	55	52
One	2	4
Two	2	1
Three	1	3
Four	0	1
Thirteen	1	0

**III. ACCOUNTING OPERATIONS:**

NUMBER AND LOCATION OF ONBOARD PERSONNEL:

<u>LOCATION</u>	<u>ONBOARD</u>
MILLINGTON	260
HUNTSVILLE	23
USACE HQ	<u>1</u>
TOTAL	284

DISBURSING WORKLOAD DATA:

PAYMENT	CURRENT MONTH	YEAR TO DATE
	<u>August 1 - 31</u>	<u>Oct 1 - Aug 31</u>
BY CHECK:		
Checks Issued	15,763	180,911
Percent of Total	15%	17%
Dollar Amount	\$155,728,992	\$1,471,636,625
BY EFT:		
Transfers Made	48,359	440,839
Percent of Total	85%	83%
Dollar Amount	\$910,652,673	\$8,478,156,468

**IV. OTHER UFC ISSUES:**

a. Our IM network administrators converted our remaining Novell servers to Windows 2000. The UFC is now a Windows only LAN. Our document imaging system and the email server will be converted from Windows NT to Windows 2000 in FY03.

b. On 5 September we submitted the FY02 Annual Assurance Statement (AAS) on Management Controls to CERM-P. There were no material weaknesses reported. The AAS included descriptions of FY02 leadership emphasis and training related to management controls. We also reported on other specific areas required by HQUSACE such as Chief Financial Officer Act issues.

c. We are preparing a PowerPoint training presentation for use by all certifying officers throughout USACE. The presentation will be posted on the UFC public website. The training will include the responsibilities of certifying officers; their minimum qualifications; and the consequences for failing to uphold these responsibilities. This training will be especially useful to USACE activities CORs for construction contracts and credit card billing officials who have been delegated certifying officer duties.

d. The Cash Reports Division completed the August reporting month with only \$205 K unmatched disbursements over 120 days. Of the total, over \$156 K was for one activity - that activity has assured us the amount will be cleared within a week. We are continuing to work with each of the districts and plan to have a zero balance for unmatched disbursement transactions over 120 days old by the end of Fiscal Year 2002.

e. Our July Interfund report was distorted for July because of an error by DFAS. Our Cash Reports Division personnel have been working with DFAS-IN and DFAS-CO to correct the error of \$4,8 M. The error was created by DFAS last month. We have been assured by DFAS-IN and DFAS-CO that they will take action to properly clear the transaction before the end of September.

f. Due to increased review by OUSD(C) of DoD accounts receivable balances being reported on the financial statements, DFAS has developed a new Accounts Receivable Report to assist in the review and analysis of open receivables, particularly delinquent debt owed to the Federal Government. The new report will include an analysis by debt type and age category for both public and intergovernmental receivables, an analysis of the debt status and a breakdown of the debts actively being pursued to ensure the age of debts are identified and the appropriate actions are taken. Initially, the data will be

collected quarterly in conjunction with the preparation of quarterly CFO Financial Statements and the Treasury Report on Receivables (TROR) due from the Public.

g. Accountants from the CFO/RECON Division attended the ODCFO(AP)/DFAS FY 2002 Component Financial Statements Workshop at DFAS Arlington 13-14 August 2002. Topics discussed included FY 2002 Reporting Requirements, Financial Statement Format Changes, and the accelerated reporting schedule. Initial statements are due 19 November 2002 and final statements are due 25 November 2002. Financial statements are scheduled to be briefed to the USD(C) on 3-4 December 2002.

h. On August 28-29 Linda Stoutenburgh attended the CRP2 for P2 in Ft. Worth, TX. The conference attendees raised many questions and issues regarding the use of the P2 suite of tools and the interfaces with CEFMS in order to support the end-to-end USACE integrated business processes. Answers provided during the sessions still left many concerned about how the project is proceeding forward and how the field will really implement the new suite of tools, etc. Linda is preparing a trip report on the conference as well as her concerns with implementation.