

**USACE FINANCE CENTER  
BIWEEKLY REPORT  
PERIOD ENDING 10 JANUARY 2003**

**I. CEFMS:**

a. We continued to provide subsidiary file information as requested by DOD IG auditors to support FY 98 amounts for buildings and structures. We are also providing subsidiary data to support FY 02 amounts for the equipment general ledger account.

b. We tested and released a system change to enhance the asset cost view screens that allows users to "drill down" from the Addition and Betterment (A&B) amount field to view detailed data associated with additions and betterments. Users can now double-click on the A&B amount field on the view screens to obtain the detailed data. The detailed data includes all A&B work items associated with an asset, the A&B book cost, and the date each A&B was placed in service.

c. We monitored IPAC Log Files during December to determine why information is not being updated on various individual databases when the file is produced. We identified the error and are taking action to correct the process.

d. We modified CEFMS to correct an error in the generation of SF 1034 Vouchers for foreign currency payments. The error was causing an incorrect dollar amount in the appropriation section of the voucher.

e. We developed a report to extract FEMA third party billing information that has the potential to save many man-hours. The report is being reviewed to determine if all needed data is included.

f. We modified CEFMS to ensure that valid time and attendance entries that would normally be reported as a "Dispute" cannot be modified by timekeepers to avoid reporting the transaction as a "Dispute." The time and attendance entry is saved to "dispute" and timekeepers get an alert message.

g. We created a new report in the Operating Budget Module that compares Budgeted Revenue with Budgeted and Actual Expenses. The report can be produced by Appropriation or by Organization. In either case, the user can limit the report by fund type (Direct or Reimbursable); by Department Code; e.g., 96 = Corps of Engineers Civil Works; or by Appropriation. This report will allow users to evaluate budget execution as well as affordability.

h. We changed the Customer Order Transaction Listing to improve the accuracy of costs reported on the listing. The report code was modified to ensure that collection transactions were shown on the report and that all in-house costs were accounted for. These improvements will save users time during research and validation of costs.

i. We released a new version of the Credit Card Disbursing program. The revised version processes interest by charging penalties to the fund account that supports the obligation line item on which interest penalties were due. The revisions were made to coordinate with the automation of the US Bank Credit Card approval process.

**II. PROBLEM REPORTS/IMBALANCES:**

a. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	873	809
Priority #1 Problem Reports	95	93

Received 292 new problem reports and completed 228 problem reports.

b. Database Imbalances on our 61 Production Sites:

# of Imbalances	<u>This Report</u>	<u>Last Report</u>
None	48	51
One	4	9
Two	5	0
Three	3	1
Four	1	0

**III. ACCOUNTING OPERATIONS:**

NUMBER AND LOCATION OF ONBOARD PERSONNEL:

<u>LOCATION</u>	<u>ONBOARD</u>
MILLINGTON	251
HUNTSVILLE	23
USACE HQ	<u>1</u>
TOTAL	275

DISBURSING WORKLOAD DATA:

PAYMENT	CURRENT MONTH	YEAR TO DATE
	<u>Jan 01 - 14</u>	<u>Oct 01 - Jan 14</u>

BY CHECK:

Checks Issued	5,580	44,089
Percent of Total	13%	15%
Dollar Amount	\$47,619,641	\$408,686,638

BY EFT:

Transfers Made	16,674	142,994
Percent of Total	87%	85%
Dollar Amount	\$307,686,937	\$2,974,500,864

**IV. OTHER UFC ISSUES:**

a. Tom Brockman, Lee Autry and Sylvia Shawver will depart for Honolulu, Hawaii on 12 January 02 to meet with the Pacific Ocean Division, Honolulu, Japan and Korea District representatives to begin planning for the 1 April 03 consolidation of operating finance and accounting functions.

b. During the period 7-10 January 2003, UFC employees were issued the DoD Common Access Cards (CAC). The CAC will be used initially as identification for access to the Naval Support Activity - Midsouth, but may eventually be used for other purposes such as building access, personal computer access and replacement of the current CEFMS electronic signature card.

c. On 6 January CEIR notified the UFC that DoDIG auditors will have a continuing need for access to all Corps CEFMS databases throughout calendar year 2003. We provided CEIR a list of auditors that currently have access, so that the list can be validated with the DoDIG.

d. The Resource Management Division submitted the annual report on civil works funded PCS and international travel on 7 January. There was minimal PCS activity for the UFC in FY02 -- only one travel order issued. The only UFC international travel was for trips made in connection with the consolidation of the Europe District.

e. At 31 December, the UFC had reduced its revolving fund facility account (RF5500) surplus by about \$442K, since the beginning of FY03. This progress is the result of our efforts to reduce the surplus to the allowable nominal balance by the end of the third quarter of FY03. UFC manpower utilization at the end of the first quarter was within the green range for CMR purposes with both civil and military utilization slightly exceeding our FY03 plans. Also, at 31 December the UFC inventory of all accountable property was at the required 100% status.

f. Chris Barnes and Rick Hodgins from DFAS-IN are at the UFC to provide a software program that DFAS developed named CFO Load and Reconciliation System (CLRS). This software will automate the loading of USACE corporate general ledger data into the Defense Departmental Reporting System (DDRS). We are currently performing this procedure manually. Automating the process will save a significant number of man-hours and may eliminate the need for additional CFO staff as a result of the new FY 03 quarterly submission of CFO Statements.

g. The CFO/Civil Reports Division has begun compilation of the FY 03 first quarter USACE corporate CFO Statements and the quarterly reconciliation of intragovernmental transactions.