

**USACE FINANCE CENTER
BIWEEKLY REPORT
PERIOD ENDING 21 FEBRUARY 2003**

CEFMS:

a. We provided a briefing to the DoD IG auditors on CEFMS processes involved in accounting for capital assets. Our CEFMS live demonstration included work management, resource plans, funding, commitments, obligations, expenditures, capitalization of assets, reconciliation and reports. We also provided a demonstration of the Real Estate Management Information System (REMIS).

b. We also explained the management and accounting for Multi-Purpose Hydropower assets to the DoD IG auditors. The auditors may not review assets at 70 projects because private accounting firms engaged by the Department of Energy, Power Marketing Agencies, audit the assets at these projects. If DoD IG does not review the Multi-Purpose project assets, they would also eliminate the audit of the associated depreciation.

c. We revised the CEFMS Manpower Module to correctly report manpower execution for facility accounts, which distribute costs through application of FACBURDEN on direct labor. This ensures that manpower execution for each Mandatory Center of Expertise (MCX) will be based on the workload of that MCX, instead of the workload of all facility accounts at the site, which use FACBURDEN. The change will result in more accurate reporting of manpower execution.

d. We completed the second of three training sessions for new CEFMS users at the UFC 10-13 February 2003. This training included a CEFMS overview, purchase requests and amend purchase requests, receiving, DD Form 1556 preparation and evaluation, travel orders and travel vouchers.

e. The Chief Financial Officers statements and the Treasury FACTS 1 reporting no longer accept the federal attribute with General Ledger Account (GLAC) 6500 (Cost of Goods Sold) or 6600 (applied overhead). A new GLAC in the 6100 series was assigned for the 6500 and 6600 accounts. CEFMS scripts were written and executed to modify all general ledger, correlation, and transaction tables to the new GLAC. All required reconciliations and reports were also modified for the new GLAC.

f. We met with the Real Estate Facility Management Information System (RFMIS-NT) contract programmer to help determine the proper interface with CEFMS in the purchase request, obligation and cost retrieval areas. RFMIS-NT is a modernization being undertaken by Real Estate to improve their business process for the end users. Much of the information to be transmitted to and received from CEFMS was the same as what we are currently in the process of providing in the P2 system interfaces. Our questions to the RFMIS-NT folks were: (1) Why are they not planning on using P2 to manage their projects and submit/retrieve CEFMS information? (2) Why does Real Estate not use the Standard Procurement System (SPS) instead of awarding contracts manually? and (3) Is the RFMIS-NT system DITSCAP certified? We also informed them that our DITSCAP certification required that we have an MOU in place describing the interface procedures and elements with appropriate security safeguards.

g. This year, the Cross Functional Assessment Team (CFAT) was revamped and each MSC and FOA will have a representative on the CFAT. Our representative for the UFC will be Linda Stoutenburgh. All members of the CFAT will be required to score approximately 70 IT investments (both CEFMS and CEEMIS) by 28 Feb 03 for recommendations to the Executive Functional Assessments Team (EFAT) for final IT Portfolio investment decisions.

h. On Wednesday, 19 February 03, Ms. Linda Stoutenburgh submitted the CEFMS and CEEMIS Supplemental Fact Sheets to CECI that will be provided to each CFAT member for scoring these two Resource Management IT investments. The documents provide detailed information pertaining to how these two systems support the USACE core missions, its customers, PMBP, other IT investments dependencies, and the impacts of not fully funding the investments not only within Resource Management but with the other business areas as well.

II. PROBLEM REPORTS/IMBALANCES:

a. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	905	932
Priority #1 Problem Reports	75	86

Received 216 new problem reports and completed 243 problem reports.

b. Database Imbalances on our 61 Production Sites:

# of Imbalances	<u>This Report</u>	<u>Last Report</u>
None	47	47
One	4	5
Two	7	7
Three	1	1
Five	1	1
Seventeen	1	0

III. ACCOUNTING OPERATIONS:

NUMBER AND LOCATION OF ONBOARD PERSONNEL:

<u>LOCATION</u>	<u>ONBOARD</u>
MILLINGTON	250
HUNTSVILLE	22
USACE HQ	1
TOTAL	<u>273</u>

DISBURSING WORKLOAD DATA:

PAYMENT	CURRENT MONTH	YEAR TO DATE
	<u>Feb 01 - Feb 21</u>	<u>Oct 01 - Feb 21</u>
BY CHECK:		
Checks Issued	10,010	61,852
Percent of Total	14%	15%
Dollar Amount	\$111,524,108	\$608,397,910
BY EFT:		
Transfers Made	32,884	197,154
Percent of Total	86%	85%
Dollar Amount	\$630,827,029	\$4,098,137,266

IV. OTHER UFC ISSUES:

a. Many USACE activities have voiced concern over the problems associated with the Voyager fuel and non-fuel bills. We made the Voyager bills resolution a top priority at the finance center and found two problems (one external and one internal). (1) The external problem was because the magnetic strip on many of the Voyager Credit Cards was not coded properly and therefore the transactions were processed on the DFAS Inter-fund listing for clearance. Because these transactions cannot be processed via the Inter-fund, the UFC staff was required to contact DFAS-IN and have the transactions reversed and sent via government order billing. Voyager has been contacted and the magnetic strip problem has been resolved. (2) The internal problem with the Voyager bill was that the fuel portion of the bill is initially paid by DFAS-IN and then billed to the UFC via the government order process, which is a Debt Management Division process. The Accounts Payable Division paid the non-fuel portion of the Voyager bill. For a faster turn-around time and better control, we have centralized both the fuel and non-fuel payments of the Voyager bill in the Accounts Payable Division. We believe this realignment will streamline the payment process.

b. We established a suspense date of 30 April 2003 for transferring all USACE contractual delinquent debt that is greater than 90 days and more than \$600 to DFAS-CO in accordance with the DoDFMR. Delinquent debt greater than 90 days and less than \$600 for contractual debt and \$225 for non-government employed individual debt is being coordinated with the supported activities for write-off by 30 March 2003.

c. Thirty-six USACE activities responded to our annual CEFMS and operating finance and accounting customer service survey. Activities were asked to answer 47 questions regarding the quality and timeliness of service provided by the UFC. Compared to the prior year's survey results, average ratings were higher for 28 questions and lower for 9 questions. The results of the survey will be posted on the UFC public website.

d. During 18-21 February, the USDA Graduate School presented an Appropriation Law Course at the UFC. Thirty UFC employees attended this training, which will enable the UFC staff to satisfy one of the mandatory courses for the Comptroller Accreditation Program as well as providing our certifying officers invaluable information.

e. On 21 February, the Resource Management Division completed the first of three required ULO joint reconciliation program reviews. This was a 100% review of open commitments, unliquidated obligations, open customer orders, and outstanding accounts receivable. In addition, special emphasis was given to the USACE FY03 JRP goals regarding problem disbursements, unliquidated obligations, and interest penalty payments. Also, we reviewed the status of accounts receivable and uncleared TFO/TBOs; in both cases, none were over 180 days old. The required confirmation statement was transmitted to CERM-F on 20 February 2003.

f. In response to direction from the Naval Support Activity (NSA) Mid-South Commander, we have updated our list of essential personnel who would be required to report for duty under the highest security threat level. We identified 13 employees who would report under this condition and furnished this list to the NSA Mid-South security office. We also developed procedures for notifying UFC employees when Threat Condition Delta has been declared and for notifying employees when the threat condition has been lowered so that all would know when to return to work. We plan to have an "all hands" meeting on 25 February 03 to explain the new security measures and procedures.

g. On 18 February 03, the DoD Financial Management Modernization Program (FMMP) Industry Day was cancelled due to inclement weather and will be rescheduled. Linda Stoutenburgh will attend this session when it is rescheduled. This session will provide USACE more information on the direction that DoD is taking with the Financial Management 'to be' architecture. The industry day is mainly focused on commercial software developers to give them insight in preparing their software to meet the Federal financial requirements.

h. On 13 February 03, Ms. Linda Stoutenburgh met with IMA representatives, ASA (FM&C) Marlin Erickson, and CERM-F (Mike Walsh, Bill Holtzman) to discuss whether or not CEFMS could be used to support IMA with their finance & accounting requirements. IMA presented the current architecture that would have to be adopted under Army and DFAS. Linda did an excellent job presenting CEFMS' capabilities as a system, USACE business processes, fixed costs to IMA for CEFMS/UFC support/Corps Infrastructure/Electronic Signature, and CEFMS interfaces with other USACE, Army, and DoD systems. Additional issues and concerns were discussed with the IMA representatives such as USACE authority to provide operating finance & accounting support, disbursements, and use of the Revolving Fund for another agency currently serviced by DFAS. Linda provided IMA with a CEFMS PowerPoint presentation to include the architecture to be used for briefings with their commander. The meeting was time well spent for IMA and we are waiting to hear their outcome.

i. On 13 February 03, Ms. Linda Stotuenburgh met with Andrea Nelson, ASA (FM), Bill Holtzman, CEFM-F, and MTMC and Army G4 representatives to discuss the future process with PCS transportation billings through US Bank's Powertrack system. It was clear that processes needed to be mapped to support both USACE and Army NAF not currently being supported by DFAS. We believe a process could be developed that would meet both our needs. After a lengthy discussion, we believe that it was necessary to bring a team of experts together to develop that process. A meeting will be scheduled for that purpose and attendees will include DFAS, ASA (FM), US Bank, CERM-F, UFC, Army NAF, Army G4, and MTMC transportation reps.